

CALENDAR FOR THE BOARD OF SUPERVISORS
CONTRA COSTA COUNTY
AND FOR SPECIAL DISTRICTS, AGENCIES, AND AUTHORITIES GOVERNED BY THE BOARD
BOARD CHAMBERS, ADMINISTRATION BUILDING, 1025 ESCOBAR STREET
MARTINEZ, CALIFORNIA 94553-1229

JOHN GIOIA, *CHAIR*, 1ST DISTRICT

FEDERAL D. GLOVER, *VICE CHAIR*, 5TH DISTRICT

CANDACE ANDERSEN, 2ND DISTRICT

DIANE BURGIS, 3RD DISTRICT

KEN CARLSON, 4TH DISTRICT

MONICA NINO, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 655-2075

As permitted by Government Code section 54953 (e), and in accordance with the County Public Health Officer’s recommendations for virtual meetings and social distancing, Board members may participate in the meeting remotely. The Board meeting will be accessible in-person, via television, and via live-streaming to all members of the public. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov.

Persons who wish to address the board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing **888-278-0254** followed by the access code **843298#**. A caller should indicate they wish to speak on an agenda item, by pushing "#2" on their phone. Access via Zoom is also available using the following link: <https://ccccounty-us.zoom.us/j/87344719204>. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000.

Meetings of the Board are closed-captioned in real time. Public comment generally will be limited to two minutes. Your patience is appreciated. A Spanish language interpreter is available to assist Spanish-speaking commenters.

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 online at www.contracosta.ca.gov.

AGENDA
February 28, 2023

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

Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: Monica Nino.

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

2. Agency Negotiators: Monica Nino.

Unrepresented Employees: All unrepresented employees.

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

1. *Robert Davis v. County of Contra Costa, et al.*, Contra Costa County Superior Court Case No. C22-01370
2. *Contra Costa County v. WC Properties (Edens), LLC, et al.*, Contra Costa County Superior Court Case No. C22-01451
3. *Contra Costa County v. DS Properties 17, LP, et al.*, Contra Costa County Superior Court Case No. C21-00372

C. PUBLIC EMPLOYMENT (Gov. Code, § 54957)

Title: County Counsel

Inspirational Thought- *"If you fall behind, run faster. Never give up, never surrender, and rise up against all odds."* ~Reverend Jesse Jackson

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.120 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

PRESENTATIONS (5 Minutes Each)

- PR.1** PRESENTATION recognizing Black History Month. (Supervisors Gioia and Glover)
- PR.2** PRESENTATION proclaiming February 24th, 2023 as Day of Ukrainian Solidarity. (Supervisor Gioia)
- PR.3** PRESENTATION recognizing February 2023 as American Heart Month. (Supervisor Burgis)

DISCUSSION ITEMS

- D.1** CONSIDER waiving the 180-day sit-out period for Diane Ramirez, Senior Real Property Technical Assistant, in the Assessor's Office; FIND that the appointment of this retiree is necessary to fill a critically needed position in the Assessor's Office; and APPROVE and AUTHORIZE the hiring of Ms. Ramirez as a temporary employee for the period March 1, 2023 through February 29, 2024, as recommended by the County Assessor. (Denise Lucido, Assessor's Office)
- D.2** RECEIVE presentation outlining the Public Works Department's budget challenges in the Flood Control, Roads, and Special Districts programs and PROVIDE direction to staff on addressing the structural budget deficit issues for each of the programs. (Brian M. Balbas, Public Works Director)
- D.3** CONSIDER introducing Ordinance No. 2023-06 to prohibit commercial vehicles exceeding a maximum gross weight of 20,000 pounds at all times on Fred Jackson Way, Market Avenue, Chesley Avenue, Gertrude Avenue, First Street, Fifth Street, and Sixth Street, WAIVE reading and FIX March 7, 2023 for adoption, as recommended by the Public Works Director, North Richmond area. (Monish Sen, Public Works Department)
- D.4** RECEIVE monthly update on the activities and oversight of the County's Head Start Program. (Marla Stuart, Employment and Human Services Director)
- D.5** ACCEPT report on Workforce Development Services administered by the Employment & Human Services Department and provide direction. (Marla Stuart, Employment and Human Services Director)
- D.6** CONSIDER adopting Resolution No. 2023/65 approving the agreement for a successor Memorandum of Understanding between Contra Costa County and the Contra Costa County Defenders' Association, implementing negotiated wage agreements and other economic terms and conditions of employment, for the period of July 1, 2022 through June 30, 2026. (David Sanford, Chief of Labor Relations)
- D.7** HEARING on proposed implementation of the property tax cost recovery provisions of Revenue and Taxation Code 95.3; CONSIDER adopting report from the Auditor-Controller filed on February 7, 2023 of the 2021-22 fiscal year property tax-related costs, including the proposed charges against each local jurisdiction, excepting school entities; and CONSIDER adopting Resolution No. 2023/46 regarding implementation of Revenue and Taxation Code 95.3 for fiscal year 2022-23. (Laura Strobel, Sr. Deputy County Administrator and Robert Campbell, County Auditor-Controller)
- D. 8** CONSIDER Consent Items previously removed.

D. 9 PUBLIC COMMENT (2 Minutes/Speaker)

D. 10 CONSIDER reports of Board members.

ADJOURN in memory of
Supervisor Richard Valle
Alameda County

CONSENT ITEMS

Road and Transportation

- C. 1** ADOPT Traffic Resolution No. 2023/4528 to prohibit stopping, standing, or parking on a portion of Stone Valley Road, as recommended by the Public Works Director, Alamo area. (No fiscal impact)
- C. 2** APPROVE and AUTHORIZE the Public Works Director, or designee, to submit a Rebuilding American Infrastructure with Sustainability and Equity grant application to the U.S. Department of Transportation for the San Pablo Dam Road Rehabilitation project, El Sobrante area. (No County Match)
- C. 3** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute an agreement consenting to the assignment of seven agreements (both on-call and specific project based) from Quincy Engineering, Inc. to Consor North America, Inc. to provide civil engineering and construction management services for specific County projects and civil engineering, structural engineering and construction management on-call services, Countywide. (100% Local Road and Flood Control Funds)
- C. 4** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a real property exchange agreement between the County and Stephens & Stephens X, LLC, to correct drainage easement boundaries in connection with the West Gap Project, Hercules area. (100% Contra Costa Transportation Authority Funds)

Special Districts & County Airports

- C. 5** APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County, a consent to the transfer of ownership of Pacific States Aviation, Inc. from its current owner, the Thompson Family Restated Living Trust, to the new owner, Stripes - US Holdings, LLC. (No fiscal impact)

- C. 6** ADOPT Resolution No. 2023/53 establishing a rate of \$30 per Equivalent Runoff Unit for Stormwater Utility Area 17 (Unincorporated County) for Fiscal Year 2023–2024 and requesting that the Contra Costa County Flood Control and Water Conservation District adopt annual parcel assessments for drainage maintenance and the National Pollutant Discharge Elimination System Program, as recommended by the Public Works Director, Countywide. (100% Stormwater Utility Area 17 Funds)

Claims, Collections & Litigation

- C. 7** DENY the claim filed by Pacific Bell in the amount of \$996,921.00, plus interest, in unitary property taxes paid for tax year 2019/20.
- C. 8** DENY the claim filed by Sprint Spectrum LP in the amount of \$220,399.68, plus interest, in unitary property taxes paid for tax year 2020/21.
- C. 9** DENY the claims filed by Pacific Bell, AT&T Corp, and AT&T Mobility LLC in the total amount of \$2,134,617.00, plus interest, in unitary property taxes paid for tax year 2021/22.
- C. 10** DENY the claims filed by Robert Amatrone (3), Jordan M. Burton, CenturyLink Communications LLC (Lumen Technologies, Inc.), Luther Jacobs, Omar Ubaldo Martin, Gordon Miyauchi and Angelina Pineda. DENY a late filed by Chung Jin Park.

Statutory Actions

- C. 11** ACCEPT Board members meeting reports for January 2023.

Honors & Proclamations

- C. 12** ADOPT Resolution No. 2023/48 proclaiming March 2023 as Women's History Month and every March thereafter, as recommended by the Contra Costa Commission for Women and Girls.
- C. 13** ADOPT Resolution No. 2023/50 declaring February 28, 2023 Rare Disease Day in Contra Costa County, as recommended by Supervisor Gioia.
- C. 14** ADOPT Resolution No 2023/55 recognizing Michael Lim on the occasion of his retirement after 25 years of service to Contra Costa County, as recommended by the Chief Information Officer, Department of Information Technology.

- C. 15** ADOPT Resolution No. 2023/52 recognizing the Dean and Margaret Lesher Foundation for their 15 years of support support of library services to youths at the Orin Allen Youth Rehabilitation Facility, as recommended by the County Librarian.
- C. 16** ADOPT Resolution No. 2023/56 proclaiming February 24th, 2023 as Day of Ukrainian Solidarity, as recommended by Supervisor Gioia.
- C. 17** ADOPT Resolution No. 2023/66 recognizing American Heart Association, John Muir Health Cardiology Department, Kaiser Permanente Cardiology Department, and Contra Costa Health Emergency Medical Services Agency during American Heart Month, as recommended by Supervisor Burgis.
- C. 18** ADOPT Resolution No. 2023/68 proclaiming February 2023 as Black History Month, as recommended by Supervisors Gioia and Glover.

Appointments & Resignations

- C. 19** ACCEPT the resignation of Brendan Foley, DECLARE a vacancy in the Private/Non-Profit Seat Number 2 on the Economic Opportunity Council for a term ending June 30, 2023, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Director.
- C. 20** REAPPOINT Karen McPherson to the Appointee 4 Seat on the Alamo Police Services Advisory Committee (CSA P-2B) for a term ending December 31, 2024, and REASSIGN Robert Brannan from Seat 9 to Seat 5, with no change in the term ending date, as recommended by Supervisor Andersen.
- C. 21** DECLARE vacancies in the Environmental Justice Representative Alternate and City Seat 3 seats on the Hazardous Materials Commission for terms ending December 31, 2024, and DIRECT the Clerk of the Board to post the vacancies, as recommended by the Health Services Director.
- C. 22** DECLARE a vacancy in the Appointee 3 seat on the Knightsen Town Advisory Council previously held by Karen Reyna, and DIRECT the Clerk of the Board to post the vacancy for a term ending December 31, 2024, as recommended by Supervisor Burgis.
- C. 23** Acting as the governing body of the Contra Costa County Fire Protection District, DECLARE a vacancy in the Contra Costa County Fire Protection District Advisory Fire Commission At Large Alternate #1 Seat for a term ending June 30, 2024; and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Fire Chief.

- C. 24** APPOINT Chala Bonner, Melvin Willis, Ronell Ellis, Michael Pierson, Y'nand Burrell, Alisha Jackson, Cheryl Sudduth, Gigi Crowder and Stephanie Medley to community-based representative seats on the Racial Justice Oversight Body for the terms ending December 31, 2024, as recommended by the Public Protection Committee. (No fiscal impact)
- C. 25** APPOINT Fred Glueck To the Business #1 seat, Aaron Winer to the Business #1 Alternate seat, Drew Graham to the Business #3 seat, Anthony Tave to the Mayors Conference #1 seat, and Terry Baldwin to the Labor #1 Alternate seat on the Hazardous Materials Commission and EXTEND the current terms of the Environmental Justice and Environmental Justice Alternate seats by one year, to expire on December 31, 2025 with no change to the future terms of office of four years, to improve the term staggering among the Commission seats, as recommended by the Internal Operations Committee.
- C. 26** REAPPOINT Gareth Ashley to the District IV seat on the Aviation Advisory Committee for a term ending February 28, 2026, as recommended by Supervisor Carlson.
- C. 27** APPOINT the following individuals to the respective seats on the Integrated Pest Management Advisory Committee: Roxana Lucero to the Environmental Representative, Dr. Sara Levin to the Health Services Department Representative, Michele Mancuso to the Storm Water Program Representative, Beth Slate to the Agricultural Commissioner, Chris Lau to the Public Works Deputy Director, and Dave Lavelle to the Public Works Facilities Director; and REAPPOINT the following individuals to the respective seats on the Integrated Pest Management Advisory Committee: Kimberly Hazard to the Sustainability Commission, Susan Heckly to the Public Member - Fish and Wildlife Committee, and Carlos Agurto to the Pest Management County Contractor, as recommended by the Health Services Director.

Appropriation Adjustments

- C. 28** Probation Programs (0308)/Fleet Internal Service Fund (0064): APPROVE Appropriation and Revenue Adjustment No. 5033 authorizing the transfer of \$105,000 from Probation Programs to Public Works Fleet for the purchase of three (3) vehicles that will be utilized to enhance community outreach and monitoring of the Pretrial services population. (100% State)
- C. 29** Animal Benefit Fund (2310): APPROVE Appropriations and Revenue Adjustment No. 005042 authorizing revenue in the amount of \$6,280 from the Animal Benefit Fund Balance and appropriating it for the Animal Benefit Fund Spay and Neuter Program in the Animal Services Department. (100% Animal Benefit Fund)

- C. 30** Office of the Sheriff Detention (0300) Plant Acquisition-Sheriff Detention Facilities account (0111/4411): APPROVE Appropriations and Revenue Adjustment No.005046 authorizing new revenue in the amount of \$980,695 from the State Criminal Alien Assistance Program (SCAAP) - appropriating \$480,695 to the Custody Services Bureau (0300) for various equipment and projects in the West County Detention Facility (2580) and Martinez Detention Facility (2578) and appropriating \$500,000 to the Plant Acquisition-Sheriff Detention Facilities account (0111/4411) to fund capital projects. (100% Federal)
- C. 31** Sheriff's Office-Technical Services Division (2512) / Public Works ISF Fleet Services (0064): APPROVE Appropriation Adjustment No. 5044 authorizing the transfer of appropriations in the amount of \$200,186 from the Sheriff's Office-Technical Services Division (2512) to Public Works ISF Fleet Services (0064) for the purchase of 3 replacement vehicles for the Office of the Sheriff. (100% General Fund)
- C. 32** Plant Acquisition (0111): APPROVE Appropriation Adjustment No.005047 and AUTHORIZE the transfer of \$13,050,000 from General Fund Capital Reserves to Plant Acquisition (0111) for the 651 Pine Street Administration Complex Demolition and Rebuild and other capital projects.

Intergovernmental Relations

- C. 33** AUTHORIZE the Chair of the Board to send a letter of support to members of Congress for an appropriation of at least \$400 million to fund needed repairs and improvements to election infrastructure across the country in the 2024 fiscal year, as recommended by the County Clerk-Recorder and Registrar of Voters.
- C. 34** APPOINT Supervisor Gioia (D. I) to the board of directors of the Green Empowerment Zone and designate Supervisor Glover (D. V) as the alternate member for Contra Costa County, as recommended by Supervisor Gioia.
- C. 35** AUTHORIZE the County Administrator, or designee, to submit Community Project Funding requests to the County's congressional delegation for federal FY 2024 funding.

Personnel Actions

- C. 36** ADOPT Position Adjustment Resolution No. 26106 to increase the hours of one Occupational Therapist II part-time 20/40 position (represented) to full-time in the Health Services Department. (50% State, 50% County)

- C. 37** ADOPT Position Adjustment Resolution No. 26121 to reassign one Patient Financial Services Specialist position (represented) from Hospital Enterprise to California Children's Services in the Health Services Department. (82% State/Federal California Children's Services, 18% County)
- C. 38** ADOPT Position Adjustment Resolution No. 26108 to cancel one Public Health Nutritionist - Project (represented) position, and add one Senior Public Health Nutritionist (represented) position in the Health Services Department. (100% California Department of Public Health/Women, Infants, and Children)
- C. 39** ADOPT Position Adjustment Resolution No. 26109 to reassign one Mental Health Program Supervisor position (represented) and its incumbent, and two Registered Nurse positions (represented) and the incumbents from the Public Health division to the Hospital Enterprise division in the Health Services Department. (Cost neutral, 100% Health Resources and Services Administration)
- C. 40** ADOPT Position Adjustment Resolution No. 26110 to increase the hours of one Licensed Vocational Nurse part-time position (represented) and its incumbent from 20/40 to 24/40 in the Health Services Department. (100% Contra Costa Health Plan Member Premium Payments)
- C. 41** ADOPT Position Adjustment Resolution No. 26111 to decrease the hours of one vacant Pediatrician-Ambulatory - Exempt position (represented) from 40/40 to 31/40 in the Health Services Department. (Cost Savings, 100% Hospital Enterprise Fund I)
- C. 42** ADOPT Position Adjustment Resolution No. 26113 to add one Mental Health Program Chief (represented) position in the Health Services Department. (100% Hospital Enterprise Fund I)
- C. 43** ADOPT Position Resolution No. 26086 to reallocate the salary of Assistant Risk Manager (unrepresented) and place the incumbent employee #86865 at the new step one in the Risk Management Department. (No fiscal impact)
- C. 44** ADOPT Resolution No. 2023/41 Conversion of Performance Pay Steps to Merit Steps; converts Performance Pay steps to Merit Steps for unrepresented job classifications. (No Fiscal Impact)
- C. 45** ADOPT Position Adjustment Resolution No. 26114 to cancel six Primary Care Provider-LMTD-Exempt (represented) positions and add six Primary Care Provider-Exempt (represented) positions in the Health Services Department. (100% Hospital Enterprise Fund I)

- C. 46 ADOPT Position Adjustment Resolution No. 26117 to retitle and reallocate the salary for the Labor Relations Assistant (unrepresented) classification to Labor Relations Technician from the six step salary plan and grade to a revised five step salary plan and grade, and place current incumbent at the new step 2 to maintain current salary in the County Administrator's Office.
- C. 47 ADOPT Position Adjustment Resolution No. 26122 to add three Nurse Practitioner (represented) positions in the Health Services Department. (100% Mental Health Realignment)
- C. 48 ADOPT Position Adjustment Resolution No. 26123 to add one Mental Health Community Support Worker II (represented) position in the Health Services Department. (100% Mental Health Realignment)

Grants & Contracts

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

- C. 49 APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to exercise a one-year option to extend the contract with Alameda-Contra Costa Transit District (AC Transit) to extend the termination date from December 31, 2022 to December 31, 2023 and to increase the payment limit by \$3,121,732 to a new payment limit of \$6,048,138 to provide law enforcement services to AC Transit. (100% Alameda Contra Costa Transit District)
- C. 50 ADOPT Resolution No. 2023/13 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$8,945 to a new payment limit of \$925,483 for Community Services Block Grant program services with no change to the term through May 31, 2023. (100% Federal)
- C. 51 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Social Services revenue agreement CCTR 2028 to accept additional funds in the amount of \$46,170 for a new total funding limit of \$7,568,768, to provide additional general child care and development program services with no change to the term July 1, 2022 through June 30, 2023. (65% Federal, 35% State)
- C. 52 ADOPT Resolution No. 2023/35 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development in an amount not to exceed \$927,194 for Community Services Block Grant program services for the period January 1, 2023 through May 31, 2024. (100% Federal)

- C. 53** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute, on behalf of the County an amendment with the California Department of Public Health, Tuberculosis Control Branch, to increase the amount payable to the County by \$41,426 to a new amount payable of \$386,771 for the Tuberculosis Control Program which provides food, shelter, incentives and enablers for tuberculosis patients with no change in the original term July 1, 2022 through June 30, 2023; and AUTHORIZE the Purchasing Agent to execute on behalf of the Health Services Director, purchase orders totaling an amount not to exceed \$41,426, for the procurement of food and gas gift cards, transportation vouchers, nutritional assistance, and rent subsidies. (No County match)
- C. 54** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute contract amendments with the State of California, Department of Health Care Services, to add new language, modify existing language and add new codes for medical services to recipients of Medi-Cal Managed Care, with no change in the original amount payable to the County of up to \$317,472,000 and no change in the term through December 31, 2023. (No County match)
- C. 55** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a Regional Early Action Planning Grant Suballocation Agreement with the Association of Bay Area Governments, to reimburse the County an amount of \$74,343 for expenses related to the preparation of the 6th Cycle Housing Element. (No County match)
- C. 56** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute and record a Notice of Federal Interest as part of accepting a grant award with the U.S. Department of Health and Human Services, Health Resources and Services Administration for Community Project Funding/Congressionally Directed Spending - Construction to be used to renovate the A3 Wellness campus located at 1034 Oak Grove Road in Concord. (No fiscal impact)
- C. 57** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the State of California, Business, Consumer Services and Housing Agency for the Homeless Housing, Assistance, and Prevention Program, to pay the County an amount up to \$4,980,616 to provide supportive housing services for homeless individuals and families in Contra Costa County through December 31, 2026. (No County match)
- C. 58** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County a contract amendment with Public Health Foundation Enterprises, Inc. (dba Heluna Health), to extend the term end date from December 31, 2022 to March 31, 2023 with no change in the amount payable to the County of \$590,170 to continue COVID-19 related activities for the Epidemiology and Laboratory Capacity Coronavirus Aid, Relief, and Economic Security Act. (No County match)

- C. 59** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the California Department of Public Health, to pay the County an amount up to \$825,616 for the Sexually Transmitted Disease Management Program and Collaboration Project for the period July 1, 2022 through June 30, 2024. (No County match)
- C. 60** APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept a grant in the amount of \$5,000 from East Bay Community Foundation, administered by the Rodeo Municipal Advisory Council, for Rodeo Library services, pursuant to the local refinery Good Neighbor Agreement for the period July 1, 2023 through December 31, 2023. (No County match)
- C. 61** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the County of Alameda Health Care Services Agency, to increase the amount payable to the County by \$20,000 to a new amount payable of up to \$1,989,611 for additional coordination of essential services to Contra Costa County residents with HIV disease and their families with no change in the term of March 1, 2022 through February 28, 2023. (No County match)
- C. 62** ADOPT Resolution No. 2023/54 authorizing the Sheriff Coroner, or designee, to apply for and accept the California Highway Patrol Grant Fiscal Year 2023-2024, in an amount not to exceed \$100,000 for the purchase of consumables for support of laboratory testing capabilities for the period of July 1, 2023, through the end of the grant funding. (100% State)
- C. 63** APPROVE and AUTHORIZE the Health Services Director, or designee, to apply for the California Health Facilities Financing Authority's Community Services Infrastructure Grant Program for funding, in the amount of \$3,000,000, to support the purchase, renovation, and furnishing of a facility for a residential dual-diagnosis program to serve individuals involved in the criminal justice system, for the period from July 1, 2023 through June 30, 2025. (No County match)
- C. 64** RATIFY a joint application with Resources for Community Development for a loan of \$2,231,574 from Round 3 of the State of California's No Place Like Home (NPLH) program to fund a portion of the cost of an affordable permanent supportive housing project to be located at 699 Ygnacio Valley Road in Walnut Creek for persons with serious mental illness who are homeless, chronically homeless, or at risk of chronic homelessness; ADOPT Resolution 2023/57, authorizing the County's Director of Health Services to apply for and accept NPLH program funds, enter into documents necessary to accept the NPLH funds, including the State's Standard Agreement for NPLH funds, and make mental health services available for the project's NPLH tenants for at least 20 years. (No fiscal impact)

- C. 65** RATIFY the Employment and Human Services Department Regional Equity and Recovery Partnership (RERP) and Regional Plan Implementation (RPI) 5.0 Funding Applications through the California Workforce Development Board and, APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to accept \$1,300,000 for the RERP program for an estimated period December 1, 2022 through September 30, 2025, and \$200,000 for the RPI program for an estimated period January 1, 2023 through June 30, 2024. (100% Federal)
- C. 66** RATIFY the Employment and Human Services Department High Road Training Partnerships Resilient Workforce Program Funding Application through the California Workforce Development Board and, APPROVE and AUTHORIZE the Employment and Human Services Director to accept the funds in an amount not to exceed \$2,000,000 for a period of up to two years from the contract start date. (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. 67** APPROVE and AUTHORIZE the Purchasing Agent , or designee to execute, on behalf of the Public Defender, a purchase order with Sam Clar Office Furniture in an amount not to exceed \$233,000 for the purchase, delivery, and installation of office furniture and equipment to outfit the Public Defender's remodeled first floor located at 800 Ferry Street. (100% General Fund)
- C. 68** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Community Violence Solutions to increase rates for additional services relating to the prevention of assault and human trafficking with no change in the payment limit or term of July 1, 2021 through June 30, 2024. (100% County)
- C. 69** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.), effective March 1, 2023, to increase the payment limit by \$4,000,000 to a new payment limit of \$12,000,000 for additional temporary candidacy services and/or direct placement candidates for the Health Services Information Systems Unit, with no change in the term January 1, 2022 through December 31, 2024. (100% Hospital Enterprise Fund I)
- C. 70** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Zoom Video Communications, Inc., in an amount not to exceed \$716,982 to provide a hosted, enterprise telehealth and video conference solution for the period March 15, 2023 through March 30, 2026. (100% Hospital Enterprise Fund I)

- C. 71** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Elam’s Consulting & Inspection Services, Inc., to extend the term through February 4, 2024, to provide on-call inspector of record services for various County projects, with no change to the payment limit. (No fiscal impact)
- C. 72** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Valley Air Conditioning & Repair, Inc., to extend the term through September 30, 2024, for on-call repairs and scheduled maintenance of cogeneration plants at four County facilities, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 73** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with American Chiller Service, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning systems at various County facilities, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 74** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Matrix HG, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning systems at various County facilities, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 75** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with A & B Mechanical, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning systems at various County facilities, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 76** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the County, the Participating Addendum and blanket purchase order with Bob J. Barker Company, Inc., in an amount not to exceed \$500,000 for detention-related goods and supplies for use by the Sheriff’s Office, the Probation Department and Health Services Departments during the period from February 28, 2023 through October 4, 2024, Countywide. (100% User Departments)
- C. 77** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a contract with AT&T in an amount not to exceed \$492,802 for network equipment procurement and installation pursuant to the Schools and Library (“ERate”) Program for the period February 1, 2023 through February 28, 2024. (100% Library Fund)

- C. 78** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with San Francisco Engineering Services, Inc., to extend the term through October 31, 2024, for on-call maintenance, testing, repairs and certifications to electrical systems at various County facilities, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 79** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Falcon Critical Care Transport, LLC, effective February 1, 2023, to include an additional bariatric transport rate for non-emergency transport services with no change to the payment limit of \$375,000 or term through January 31, 2025. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 80** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Syserco, Inc., in an amount not to exceed \$2,500,000 to provide Alerton building automation hardware and software maintenance and repair for the period February 1, 2023 through January 31, 2026, Countywide. (100% General Fund)
- C. 81** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Seven Bridges Speech Pathology, Inc. (dba Seven Bridges Therapy), in an amount not to exceed \$1,800,000 to provide speech therapy services for Contra Costa Health Plan members for the period March 1, 2023 through February 28, 2026. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 82** APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute a contract with Segal Consulting in an amount not to exceed \$390,000 to provide the County with consulting services for employee benefit programs, for the period March 1, 2023 through February 28, 2026, with two optional one-year renewals. (100% Benefits Administration Fee)
- C. 83** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the City of Richmond for its Police Department, in an amount not to exceed \$164,082 to provide outreach services to residents who have serious and persisted mental illness and multiple encounters with police under the Mental Health Evaluation Team Program for the period July 1, 2022 through June 30, 2023. (100% 2011 Realignment - AB 109)
- C. 84** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Health Management Associates, Inc., effective March 1, 2023, to increase the payment limit by \$200,000 to a new payment limit of \$300,000 for additional actuarial consulting services for the Contra Costa Health Plan with no change in the original term of October 1, 2022 through September 30, 2023. (100% Contra Costa Health Plan Enterprise Fund II)

- C. 85** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with The Regents of the University of California, San Francisco, in an amount not to exceed \$100,000 to provide pediatric cardiology services at Contra Costa Regional Medical Center and Health Centers for the period December 1, 2022 through November 30, 2023, with an automatic one-year renewal through November 30, 2024. (100% Hospital Enterprise Fund I)
- C. 86** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with KYO Autism Therapy, LLC, in an amount not to exceed \$600,000 to provide behavioral health treatment including applied behavioral analysis services to Contra Costa Health Plan members and County recipients for the period March 1, 2023 through February 28, 2026. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 87** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Caminar, a non-profit corporation, in an amount not to exceed \$958,767, to provide rapid rehousing and homeless prevention services to families participating in the Bringing Families Home program who are homeless or at risk of becoming homeless for the period from February 1, 2023 through April 30, 2024. (100% California Department of Social Services Grant)
- C. 88** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Blankinship & Associates, Inc., to extend the term through March 30, 2024, for on-call professional stormwater quality services for a variety of National Pollutant Discharge Elimination System Permit requirements, with no change to the payment limit, Countywide. (No fiscal impact)
- C. 89** APPROVE and AUTHORIZE the Sheriff-Coroner to execute a contract amendment with Arnold R. Josselson M.D., to increase the payment limit by \$40,000 to a new payment limit in the amount of \$1,215,000 to provide forensic pathology services through the existing term expiration on September 30, 2022. (100% General Fund)
- C. 90** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract amendment with Fresh Eyes Development to increase the payment limit by \$50,000 to a new payment limit in the amount of \$107,500 to provide social media management services through the existing term expiration on March 31, 2023. (100% General Fund)
- C. 91** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to execute a contract amendment with Ricoh, USA, Inc., to extend the termination date from September 30, 2022 to December 31, 2022 for continued scanning and storing of documents as digital images, with no change to the payment limit of \$700,000. (100% General Fund)

- C. 92** APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract amendment with Resource Development Associates Inc., to increase the payment limit by \$170,631 to a new payment limit of \$468,981, and extend the termination date from June 30, 2023 to December 31, 2023, to provide additional consulting services for those impacted by the Medi-Cal pre-release mandate. (64% State, 36% Health Services Department)
- C. 93** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a third contract amendment with Karpel Computer Systems, Inc., to increase the payment limit by \$15,000 to a new payment limit of \$2,347,122 with no change to the term ending June 30, 2023, to provide additional data conversion services. (100% General Fund)
- C. 94** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Rashid Iqbal, M.D., in an amount not to exceed \$300,000 to provide gastroenterology services at Contra Costa Regional Medical Center and Health Centers for the period April 1, 2023 through March 31, 2024. (100% Hospital Enterprise Fund I)
- C. 95** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Q Metrics, Inc., effective February 1, 2023 to increase the payment limit by \$13,000 to a new payment limit of \$83,103 to provide post validation services of the Timely Access Provider Appointment Availability Survey for the Contra Costa Health Plan with no change in the term through April 30, 2023. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 96** APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract amendment with Kronos Incorporated to increase the payment limit by \$740,000 to a new payment limit of \$1,990,427, and extend the term from December 14, 2022 through December 14, 2025, to continue providing automated timekeeping hardware and software hosting services for the time and attendance system. (100% User Departments)
- C. 97** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Chief Information Officer, Department of Information Technology, a purchase order with General Datatech, L.P. in an amount not to exceed \$1,015,000 for the renewal of CrowdStrike Falcon Complete, a managed endpoint protection service, for the period of March 22, 2023 through March 21, 2024. (100% General Fund)
- C. 98** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Medical Information Technology, Inc., to extend the term end date through January 31, 2026 and increase the payment limit by \$36,000 to a new payment limit of \$607,000 for the continuance of software license and maintenance services. (100% Hospital Enterprise Fund I)

- C. 99** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Chief Information Officer, Department of Information Technology, a purchase order with California Department of Technology (CDT) in an amount not to exceed \$7,600,000 for the procurement of G5 Microsoft 365 software licenses through the CDT Enterprise Licensing Agreement with Microsoft for the period of May 1, 2023, through April 30, 2026. (100% User Departments)
- C.100** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a software and services contract with Permium, LLC in an amount not to exceed \$12,600 for the period of February 28, 2023 through February 27, 2026, to provide a hosted software system for concealed carry weapon permit applicants. (100% General Fund)
- C.101** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Shelter, Inc., effective September 1, 2022, to increase the payment limit by \$57,805 to a new payment limit of \$392,957 to provide additional bed days in recovery housing for individuals needing outpatient substance use treatment services with no change in the term through June 30, 2023. (100% Coronavirus Response and Relief Supplemental Appropriations Act)
- C.102** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Amir Manuchehry, M.D., effective February 1, 2023, to increase the payment limit by \$60,000 to a new payment limit of \$250,000 to provide additional anesthesiology services at Contra Costa Regional Medical Center and Health Centers for the period September 1, 2022 through February 28, 2023. (100% Hospital Enterprise Fund I)
- C.103** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Richmond Community Foundation, to extend the term end date from February 28, 2023 to April 30, 2023, with no change in the payment limit of \$800,000, to continue providing recruitment of Community Based Organizations to perform outreach and education activities for the Contra Costa CARES Program. (63% American Rescue Plan Act, 37% Contra Costa Health Plan Incentive Funding)
- C.104** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Hobbs Investments, Inc. (dba AM-TRAN), in an amount not to exceed \$612,000 to provide transportation and courier services of laboratory specimens, pharmacy medications and other items to Contra Costa Regional Medical Center and Health Centers for the period February 1, 2023 through January 31, 2024. (100% Hospital Enterprise Fund I)
- C.105** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with the Association for Energy Affordability, Inc., a non-profit organization, to extend the term from May 15, 2023 through December 31, 2023 and increase the payment limit by \$111,616 to a new payment limit of \$313,763, to continue providing home assessments and

project management to assist the County with implementing a comprehensive home-based asthma program. (100% foundation and regional agency grant funds)

- C.106** APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract with ROK Technologies in an amount not to exceed \$385,000 to create and configure a cloud deployment and implementation for Geographic Information Systems ESRI software and for ongoing cloud monitoring services for the period of March 1, 2023 through February 28, 2026. (100% General Fund)

Other Actions

- C.107** APPROVE and AUTHORIZE the Auditor-Controller to pay up to \$755,0000 to Summit Building Services, Inc., for Health Services Department COVID-19 cleaning services provided in good faith during the period June 30, 2022 through January 31, 2023. (100% American Rescue Plan Act)
- C.108** ACCEPT the fiscal year 2022/23 2nd Quarter report on American Rescue Plan Act (ARPA) funding to Contra Costa County, as recommended by the County Administrator. (No fiscal impact)
- C.109** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to distribute the 2021-22 State Highway property rental revenue pursuant to the provisions of Section 104.10 of the Streets and Highways Code, as recommended by the County Auditor-Controller.
- C.110** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a community benefits agreement with Embarc Contra Costa LLC, effective upon approval of a use permit, to pay the County amounts based on annual gross sales and provide specified community benefits in connection with the Embarc Contra Costa LLC storefront commercial cannabis dispensary, unincorporated Pacheco/Martinez area, as recommended by the Conservation and Development Director. (100% Applicant funds)
- C.111** APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute an Assignment, Assumption and Consent and First Amendment to Community Development Block Grant (CDBG) Loan Agreement between the County and the Housing Authority of the City of Richmond (RHA), to (i) modify the terms of an existing loan agreement between the County and RHA related to the residential development known as Nevin Plaza (the Development), located at 2400 Nevin Avenue in Richmond (the Property), and (ii) consent to the sale of the Development and the lease of the Property by RHA to Nevin Plaza I, L.P. (100% federal funds)

- C.112** APPROVE and AUTHORIZE the Auditor-Controller, to pay an amount not to exceed \$164,417 to Elixir, Inc. (dba Trio Community Meals), for services rendered in good faith to the County's Senior Nutrition Program during the period July 1, 2022 through September 30, 2022. (52% Meals on Wheels of Contra Costa, 28% American Rescue Plan Act, 20% Old Americans Act Title III C)
- C.113** APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to accept a donation in the amount of \$10,000 from Marathon Petroleum Corporation to support the Bay Point Bike and Safety Rodeos hosted by the Office of the Sheriff. (100% Restricted Donation revenue)
- C.114** ACCEPT the Fiscal Year 2022–2023 Community Facilities District Tax Administration Report on County of Contra Costa Community Facilities District No. 2007-1 (Stormwater Management Facilities), as recommended by the Public Works Director, Countywide. (100% Community Facilities District No. 2007-1 Funds)
- C.115** APPROVE and AUTHORIZE the Purchasing Agent to purchase, on behalf of the Health Services Director, up to \$995 in transportation vouchers from the following: 10 AC Transit vouchers each with a \$25 value totaling \$250, 8 Tri-Delta Transit vouchers each with a \$27.50 value totaling \$220, 11 Bay Area Rapid Transit (BART) vouchers each with a \$25 value totaling \$275, and 10 WestCAT vouchers each with a \$25 value totaling \$250, to be provided to medically fragile children served by the California Children's Services program for the period of February 15, 2023, through June 30, 2023. (79% Federal, 12% State, 9% County)
- C.116** APPROVE and AUTHORIZE the Auditor-Controller or designee, to pay \$104,264 to Delta Personnel Services, Inc. dba Guardian Security Agency for security services provided to Contra Costa Regional Medical Center and Health Centers during the period June 27, 2022 through December 31, 2022. (100% Hospital Enterprise Fund I)
- C.117** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$179,057 to Meals on Wheels Diablo Region for the provision of meal delivery services to homebound elders provided in good faith during the period July 1, 2022 through September 30, 2022. (100% Federal Older Americans Act)
- C.118** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Total Renal Care, Inc., in an amount not to exceed \$1,074,500 to provide blood treatment services including dialysis therapies for inmates at the Martinez Adult Detention Facility for the period February 20, 2023 through February 19, 2026. (100% Hospital Enterprise Fund I)

- C.119** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute contract extension with Edward Y. Tang M.D., Inc., effective February 15, 2023, to extend the termination date from February 28, 2023 to March 31, 2023, with no change in the payment limit of \$1,230,000, to continue providing orthopedic services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)
- C.120** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia), in an amount not to exceed \$5,000,000 to provide outside clinical testing services for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2023 through December 31, 2024. (80% Hospital Enterprise Fund I, 20% American Rescue Plan Act)

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 1025 Escobar Street, First Floor, 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 before 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, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

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) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 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.contracosta.ca.gov

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

BOARD OF SUPERVISORS STANDING COMMITTEES

Below find the upcoming meetings for all standing committees. For more information, please visit the [Board of Supervisors Standing Committees](#) page.

Airport Committee	March 8, 2023	4:00 p.m.
Equity Committee	March 20, 2023	10:30 a.m.
Family and Human Services Committee	March 27, 2023 canceled Special Meeting March 23, 2023	10:30 a.m.
Finance Committee	March 6, 2023	8:30 a.m.
Internal Operations Committee	March 13, 2023	10:30 a.m.
Legislation Committee	March 13, 2023	1:00 p.m.
Los Medanos Healthcare Operations Committee	March 6, 2023	1:00 p.m.
Public Protection Committee	March 6, 2023	10:30 a.m.
Sustainability Committee	March 20, 2023	10:30 a.m.
Transportation, Water and Infrastructure Committee	March 13, 2023	9:00 a.m.

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

Glossary of Acronyms, Abbreviations, and other Terms

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. For a complete list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit

<https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms>.



**Contra
Costa
County**

To: Board of Supervisors
From: Gus Kramer, Assessor
Date: February 28, 2023

Subject: Temporary Hire of a County Retiree and Waiver of the 180-Day "Sit-Out Period" for the Assessor's Office

RECOMMENDATION(S):

1. CONSIDER waiving the 180-day "sit-out period" for Diane Ramirez, Senior Real Property Technical Assistant, in the Assessor's Office.
2. FIND that the appointment of Ms. Ramirez is necessary to fill a critically needed position; and
3. APPROVE and AUTHORIZE the hiring of County retiree, Diane Ramirez, as a temporary County employee for the period of March 1, 2023 through February 29, 2024, as recommended by the County Assessor.

FISCAL IMPACT:

Salary costs are included within the Department's budget. The total cost for the requested period is approximately \$80,504.

BACKGROUND:

The Public Employee Pension Reform Act of 2013 requires that active members who retire on or after January 1, 2013 must wait 180 days after

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Gus Kramer, (925) 313-7500

By: , Deputy

cc:

BACKGROUND: (CONT'D)

retirement before returning to work as a temporary employee. The Act also allows the Board, based on a finding that the appointment is necessary to fill a critically needed position, to waive the 180 day "sit-out" period.

Ms. Ramirez retired from County service on February 25, 2023. She was hired in the Assessor's Office over 35 years ago. When she retired, Ms. Ramirez had over 23 years of experience in the Residential Division and over 21 years of experience as a Senior Real Property Technical Assistant. In her position, Ms. Ramirez was responsible for the acquisition, management and drawing of all residential plans for additions and new residential construction in east and central county. It is crucial that these tasks be completed so that appraisal staff in the Residential Division may value and complete new construction activities.

The Division's current workload is greater than prior roll years due to an increase in sales and new construction throughout the County. The Residential Division has been short-staffed, resulting in a large backlog of work. Ms. Ramirez is experienced and qualified to perform the necessary tasks to ensure the Department meets the State's requirement to deliver the assessment roll by July of each year. Due to staff shortages and an increased workload, the Department would like to hire Ms. Ramirez as a temporary employee from March 1, 2023 through February 29, 2024 to assist in the close of the assessment roll and to help complete the backlog of work.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to receive Board approval will create additional strain on existing staff in the Residential Division and could increase the risk that the Department will be unable to certify the assessment roll by the State's deadline.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Public Works Department Budget Challenges

RECOMMENDATION(S):

RECEIVE a presentation from the Public Works Department on budget challenges in the Flood Control, Roads, and Special Districts programs and PROVIDE staff direction on addressing the structural budget deficit issues for each of the programs.

FISCAL IMPACT:

No fiscal impact associated with receiving the presentation.

BACKGROUND:

The Public Works Department is responsible for the County's Flood Control, Roads, and several Special Districts programs including landscape/lighting, parks, and recreation. Public Works has previously provided details to the Board of Supervisors of budgetary challenges and constraints within these programs that make it difficult to meet service levels expected by both the public and the Board of Supervisors.

The budget challenges continue and have been magnified by inflation, hard caps on revenue streams, voting threshold requirements, pandemic impacts, a focus of government grant programs on capital improvements instead of maintenance and operations funding, and the general reluctance to increase taxes or fees to pay for necessary capital improvements, maintenance and services. In an effort to address or temporarily mitigate the budget shortfalls in these programs, the Public Works Department has implemented short-term solutions that in some cases are not sustainable.

The purpose of this presentation is to inform the Board of Supervisors of the ongoing budget challenges facing the Public Works Department, circumstances that led to the challenges, actions taken to mitigate the challenges, and request direction from the Board of Supervisors on possible long-term solutions. In addition, the presentation will provide general information on available grants from the Infrastructure Investment and Jobs Act and how some grant funding may help, or in some cases perpetuate, the budget issues.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Brian M. Balbas, 925-313-2000

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Public Works recognizes our need to benefit from the Infrastructure Investment and Jobs Act grant opportunities to the greatest extent possible. This presentation will further highlight the need for additional resources to leverage those funds to maximize those benefits.

CONSEQUENCE OF NEGATIVE ACTION:

Without addressing these structural budget issues, the three programs identified will continue to have insufficient and unstable funding to meet program expectations and increase the risk exposure in each.

ATTACHMENTS

Public Works Budget Challenges

Infrastructure Investment and Jobs Act

State of the District

FC Division Budget Overview

Public Infrastructure Budget Challenges

BOARD OF SUPERVISORS

FEBRUARY 28, 2023

Agenda

Introduction

Purpose of Presentation

Overview of Infrastructure Investment and Jobs Act (IIJA)

- *Funding Opportunities – Flood Control, Special Districts, Roads, Airports, Energy, Sustainability*

Structural Budget Challenges

- **County Roads Program**
- **Flood Control Program**
- **Special Districts – Parks, Landscape and Lighting, Community Facilities**

Next Steps

Introduction & Purpose

Public Works is responsible for several County public infrastructure programs that involve operations, maintenance, and capital improvements

- County Roads Program
- Flood Control Program
- Special Districts Program
- Airports
- County Buildings

Focus of today's presentation on
Public Infrastructure Budget
Challenges will involve these programs





Infrastructure Improvement & Jobs Act

2021



Infrastructure Improvement & Jobs Act (IIJA)

- On **November 15, 2021**, President Biden signed the IIJA
- The Act provides \$973 billion over five years from FY 2022 through FY 2026
- Historic investment in the nation’s core infrastructure priorities – including roads and bridges, rail, transit, ports, airports, water systems, and broadband.

Infrastructure Category	Funding Amount (billions)
Surface Transportation (Highways, Transit, Rail)	\$639
<i>FAST ACT Reauthorization (up from \$305B)</i>	\$477
<i>IIJA Act Stimulus (supplemental spending)</i>	\$157
<i>Electric & Low Emissions School Buses</i>	\$5
Airports	\$25
Ports and Waterways	\$17
Water Infrastructure	\$91
Broadband	\$65
Power Infrastructure	\$65
Resilience, Western Water Storage and Environmental Remediation	\$71
Transportation Total	\$681
Other Infrastructure Total	\$292
Total	\$973

Infrastructure Improvement & Jobs Act (IIJA)

Challenges



Opportunities

Discretionary Programs - Most new funding is from discretionary programs. Even formula programs are discretionary programs for local agencies. **No guarantee** of receiving funding. Requires a substantial amount of staff time and money to prepare successful applications

Federal Local Match - Local Match requirements for federal grants. Currently we have zero capacity in our road budget to provide a local match for the next 4 years unless we reprioritize current projects *e.g. – San Pablo Avenue Complete Streets and Pacifica Avenue Complete Streets*

Staffing - Staffing resources limited. Retirements, attrition, and recruitment difficulties have limited our project delivery staff.

Strategy - Should we apply for as much funding as possible or should we prioritize a few high value projects and focus our limited resources on achieving our mission? What is our Strategic Goal?

Regional Projects - Regional cooperation to implement regionally significant transportation improvements. Partner with CCTA on regionally significant projects

Bridges - Accelerate County bridge replacement and rehabilitation. Bridge replacement efforts were recently stalled due to a lack of funding for bridges. Bike and Pedestrian facilities are encouraged on new and replacement structures



County Road Program

BUDGET CHALLENGES

County Road Program Budget Challenges

Senate Bill 1 (SB1) – *Signed by the Governor in November 2016*

- Addressed a large portion of the road maintenance backlog in California...but not all.¹ *2021 California Statewide Local Streets and Roads Needs Assessment Report shows a \$64 Billion shortfall (2020 dollars) over the next 10 years*
- SB1 was phased in from 2017 to 2020
- SB1 incorporated adjustments for inflation to maintain its buying power into the future

Road Program revenues looked promising to address road maintenance backlogs for pavements, bridges, road safety devices, traffic signals, road drainage, in addition to addressing safety concerns, and multi-modal needs. The California State Association of Counties provided counties a 10-year SB1 revenue estimate from which Public Works staff began programming multi-year project expenditures based on these estimates.

**Road Program revenue outlook looked promising...
...until an unfortunate series of events...**



¹ See Local Streets and Roads Needs Assessment for maintenance backlog at www.savecaliforniastreet.org

Unfortunate Series of Events - Roads

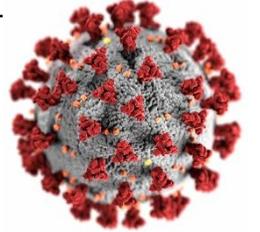
Rocky start to SB1

- Effort to rescind the new revenues from SB1 which resulted in a hesitant construction industry response to expanding construction capacity
- The lack of construction capacity had an unintended consequence; bid prices for street and bridge maintenance and repairs were as much as 23% higher than in 2018
- 2017 Storm Damage – several County roads were damaged by the 2017 storm events such as Alhambra Valley Road, Bear Creek Road, Morgan Territory Road, and Happy Valley Road. In 2023, we are now just completing the final restoration work with a final cost of **\$20.4 million**. FEMA and CalOES only reimbursed **51%** of the expenditures. Local share was **\$10.7 million**. This was a large dollar impact on the road budget that impacted several fiscal years
- Public Works staff adjusted project delivery timelines and fiscal year expenditures to address the increased construction bids, manage cash flow, and fund the storm damage projects



Unfortunate Series of Events - Roads

...in March 2020, just as SB1 was fully phased in, the **COVID Pandemic Hit...**



Gas tax revenues saw an **immediate decline** as pandemic and quarantine protocols impacted commute and other travel patterns

Revenue estimates provided by CSAC in 2017 were revised \$15.9 million lower for FY 20/21 and FY 21/22 combined (see table next slide)

To address the revenue drop, Public Works depleted the funding reserves and delayed non-grant funded projects

The County's Pavement Surface Treatment Program (preventative maintenance), 100% funded with gas tax, took the largest impact including canceling the program for a fiscal year

Grant funded projects were saved to maintain the leveraged funds

Unfortunate Series of Events - Roads

Gas Tax – Highway Users Tax Account (HUTA) & Road Maintenance and Rehabilitation Account (RMRA)

HUTA and RMRA (SB1) CSAC Projections and Actuals (in millions)											
			PANDEMIC								
	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	
CSAC Est. Date											
4/13/2017	26.3										
5/16/2017	26.3	35.9	42.2	45.3	46.8	48	49.3	50.7	52	53.4	
1/11/2021				37.7	41.4						
5/17/2021				35.4	39.7						
1/11/2022					41.8	46.3					
1/17/2023						42.6	47.8				
Budgeted Amt			39.3	38.4	39.7						
Actuals	24.1	35.8	37.8	36.9	39.3						
Diff from 5/16/2017	-2.2	-0.1	-4.4	-8.4	-7.5	-5.4	-1.5				
				-15.9							
			-22.6								

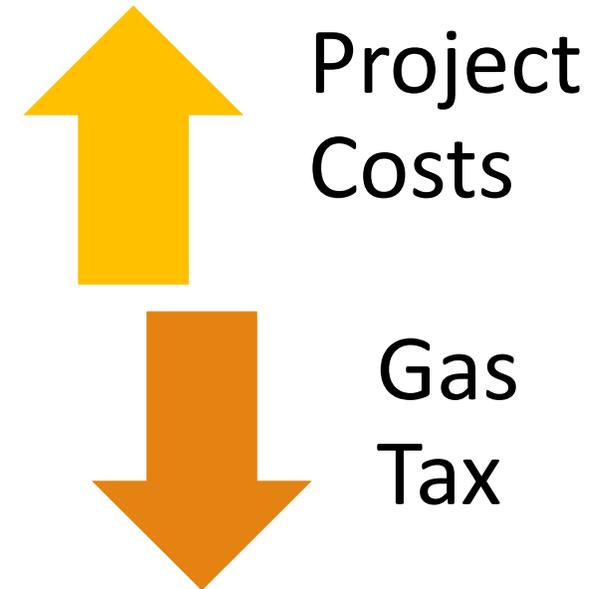
Unfortunate Series of Events - Roads

As revenues were **decreasing** due to the pandemic...Project Costs were **increasing** due to several other factors...

- **Supply chain issues** impact material costs and road project delivery timelines increasing overall project costs (cement, steel, etc.)
- **Contracting Community Capacity**
- **Construction Costs:** Using the Construction Cost Index for the Bay Area, construction costs have increased by **30%** from 2017 to 2022

Example: 2022 Countywide Surface Treatment Project

- *Engineer's Estimate: \$6,193,735*
- *Low Bid: \$7,450,866*
- *Only two bidders*
- *Bids were allowed to expire. Project did not move forward. Work reprogrammed to future fiscal years. Deferred maintenance.*
- *Sites included: Contra Costa Centre (\$2,186,484) and Bay Point (\$4,007,251)*



Unfortunate Series of Events - Roads

Balanced Budget						
	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Previous	Red					
Project 1	Green	Green				
Project 2		Green	Green			
Project 3			Red	Red		
Project 4				Red	Red	
Project 5					Green	Green
Project 6						Red
	2	2	2	2	2	2
	Balanced	Balanced	Balanced	Balanced	Balanced	Balanced

Negative Balance Budget						
	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Previous	Red					
Project 1	→	Yellow	Yellow			
Project 2		→	Yellow	Yellow		
Project 3			Red	Red		
Project 4				Red	Red	
Project 5					Green	Green
Project 6						Red
	1	1	3	3	2	2
	Reduce to 1	Reduce to 1	Exceeded	Exceeded	Balanced	Balanced

Red	Projects w/ Grant Deadline
Yellow	Delayed Projects
Green	Flexible Projects

Some Federal and State grant delivery timelines were adjusted to account for pandemic related revenue impacts while other grant programs retained expenditure timelines

Public Works continued to work with our Finance Division to manage road program cash flow and to evaluate and delay projects to help balance the road budget without risking already secured grants and the surface treatment program

Again, we were able to mitigate the impacts of the unfortunate series of events for the immediate fiscal years, but future years have a **growing negative budget balance**

Infrastructure Investment and Jobs Act Funding (IIJA)

An opportunity filled with challenges

IIJA Local Match Requirement | Capital Funds – not maintenance | Increases Operations Budget

Road budget **constrained** from lower revenues, cost inflation, and unexpected storm damage

Without other funding to cover local match, Public Works challenged on how best to submit grant applications while maintaining our mission and goals

Recent Active Transportation Program Projects - IIJA (Awarded Funding is \$14,419,000)

- *San Pablo Avenue Complete Streets/Bay Trail Gap Closure (\$10,517,000)*
- *Pacifica Avenue Safe Routes to School (\$3,902,000)*
- ~\$2.5M local match needed (currently not in budget)
- \$2.5 Local Match → \$14,419,000 Grant Awarded (leveraging gas tax)



Infrastructure Investment and Jobs Act Funding (IIJA)

An opportunity filled with challenges

- Pending Highway Safety Improvement Program (HSIP) Projects - IIJA (**Potential** Awarded Funding is \$6,768,925)
 - *Countywide Guardrail Upgrades - Phase 2 (\$999,990)*
 - *Appian Way at Fran Way Pedestrian Crosswalk Enhancements (\$246,840)*
 - *Walnut Boulevard Bike Safety Improvements (\$249,415)*
 - *Camino Diablo Safety Improvements (\$890,460)*
 - *Camino Tassajara Street Lighting Improvements (\$1,221,840)*
 - *Byron Highway Safety Improvements (\$1,316,520)*
 - *Vasco Road Safety Improvements (\$715,050)*
 - *Deer Valley Road Traffic Safety Improvements (\$1,125,810)*
- **~\$3M local match needed if all awarded**
- **\$3 million → Potential Grant Award \$6,768,925 (leveraging gas tax)**

Funding notification pending



Unfortunate Series of Events - Roads

...another road budget challenge started presenting itself FY 20-21...

- **Liability insurance** increased dramatically since Fiscal Year 19-20
- Insurance premium now at **14%** of SB1 Gas Tax Revenues
- \$32.1 million over 5 years
- Opportunity Cost

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
									Current Fiscal Year		
Liability Insurance	\$1,873,674	\$1,040,130	\$692,596	\$964,202	\$871,989	\$1,302,380	\$2,683,171	\$5,858,826	\$6,424,490	\$7,000,000	\$7,000,000
General Fund MOE	576,396	576,396	576,396	576,396	576,396	576,396	576,396	576,396	576,396	576,396	576,396
Road Fund	1,297,278	463,734	116,200	387,806	295,593	725,984	2,106,775	5,282,430	5,848,094	6,423,604	6,423,604
% of Road Fund Annual Revenue	5%	2%	1%	2%	1%	2%	6%	13%	14%	15%	14%

◀ PANDEMIC ▶

Current Fiscal Year

Leveraging Gas Tax – Opportunity Cost

What is the opportunity cost to the road program with the required \$6.5 million contribution to the insurance pool?

Example: For projects recently awarded grants and pending grant applications

Recent Active Transportation Program Projects (Awarded Funding is \$14,419,000)

- *San Pablo Avenue Complete Streets/Bay Trail Gap Closure (\$10,517,000)*
- *Pacifica Avenue Safe Routes to School (\$3,902,000)*

- **~\$2.5M local match needed**

<p>Local Match - \$5.5 million</p> <p>Grant Funding - \$21,187,925</p> <p>Total Value of Improvements - \$26,687,925</p>

Pending Highway Safety Improvement Program Projects (Potential Awarded Funding is \$6,768,925)

- *Countywide Guardrail Upgrades - Phase 2 (\$999,990)*
- *Appian Way at Fran Way Pedestrian Crosswalk Enhancements (\$246,840)*
- *Walnut Boulevard Bike Safety Improvements (\$249,415)*
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- *Vasco Road Safety Improvements (\$715,050)*
- *Deer Valley Road Traffic Safety Improvements (\$1,125,810)*

- **~\$3M local match needed if all awarded**

Addressing Budget Shortfall - Roads

Delay Project Expenditures | Avoid new obligations | Seek Alternative Revenue | Protect Maintenance and Safety Funding

- Address \$15 million negative road budget balance for FY 22/23 through 29/30



PROPOSED REDUCTIONS IN BUDGET ACTIVITY/ PROJECTS TO DELAY				
	Activity/Project	Gas Tax Allocation (FY22/23 to FY29/30)	Total Project Cost	Other Funding
1	Reduce Maintenance Budget over 5 years	\$4,626,800	-	
2	Vasco Road Safety Improvement Project - Phase 2	\$6,067,500	\$21,067,500	RM3 (Bridge Toll) = 15 million
3	Norris Canyon Road Safety Improvement Project	\$3,435,665	\$5,132,104	Measure J = \$1.4 million
4	Appian Way at Fran Way Crosswalk Enhancements	\$503,000	\$603,000	TDA = \$100,000
5	Bixler Rd and Regatta Dr Intersection Improvements	\$230,000	\$330,000	TDA = \$100,000
6	Livorna Road Shoulder Widening	\$100,000	\$200,000	TDA = \$100,000
	TOTAL	\$14,962,965		

- Avoid new obligations
 - No new grant applications unless non-gas tax revenue identified for local match (IIJA Dilemma)
- Seek Alternative Discretionary Funding
- Balance Operations/Maintenance budget with Capital Improvements budget
 - Protect Surface Treatment Program, Bridge Projects, and grant funded Safety Projects
 - Manage risk

Applied for the following IIJA and non-IIJA grants last year:

- 1 RAISE application
- 1 SS4A application
- 8 HSIP applications
- 3 TDA applications*
- 6 ATP applications
- 3 OBAG applications

*Not IIJA

Road Budget Challenges

There are many projects, unfunded needs and activities that have **not been included in the current budget.**

These include:

- San Pablo Dam Road Retaining Wall and Pavement Rehabilitation (\$15 million)
- Pavement Rehabilitation on Walnut Avenue (\$1.5 million)
- New Stormwater Permit Requirements (MRP 3.0) (amount unknown)
- Kirker Pass Southbound Truck Lane design (\$2 million)
- Local match for recently awarded ATP grants (\$2.5 million).
- Local match for pending HSIP projects (\$3 million if all are granted)
- Bridge replacements on Morgan Territory Road escalating (now \$7 million)
- 2023 Storm Damage (\$2.1 million initial estimates)
- Vasco Road Safety Project (\$7 million to match \$15 million RM3 grant)
- Norris Canyon Road Safety (\$3.4 million to match \$1.4 million in Measure J funds)

Discretionary Funding Request

- \$2.5 million for the local match for the San Pablo Avenue Complete Streets project and the Pacifica Avenue Safe Routes to School project
- Up to \$3 million for the local match for Highway Safety Improvement grant projects pending approval
- \$900k for the local match for 3 Transportation Development Act funded bike/ped projects
- \$2 million for anticipated storm damage projects and surface treatment projects
- \$7 million for Vasco Road Safety to match \$15 million RM3 grant
- \$3.4 million for Norris Canyon to match \$1.4 million Measure J funds



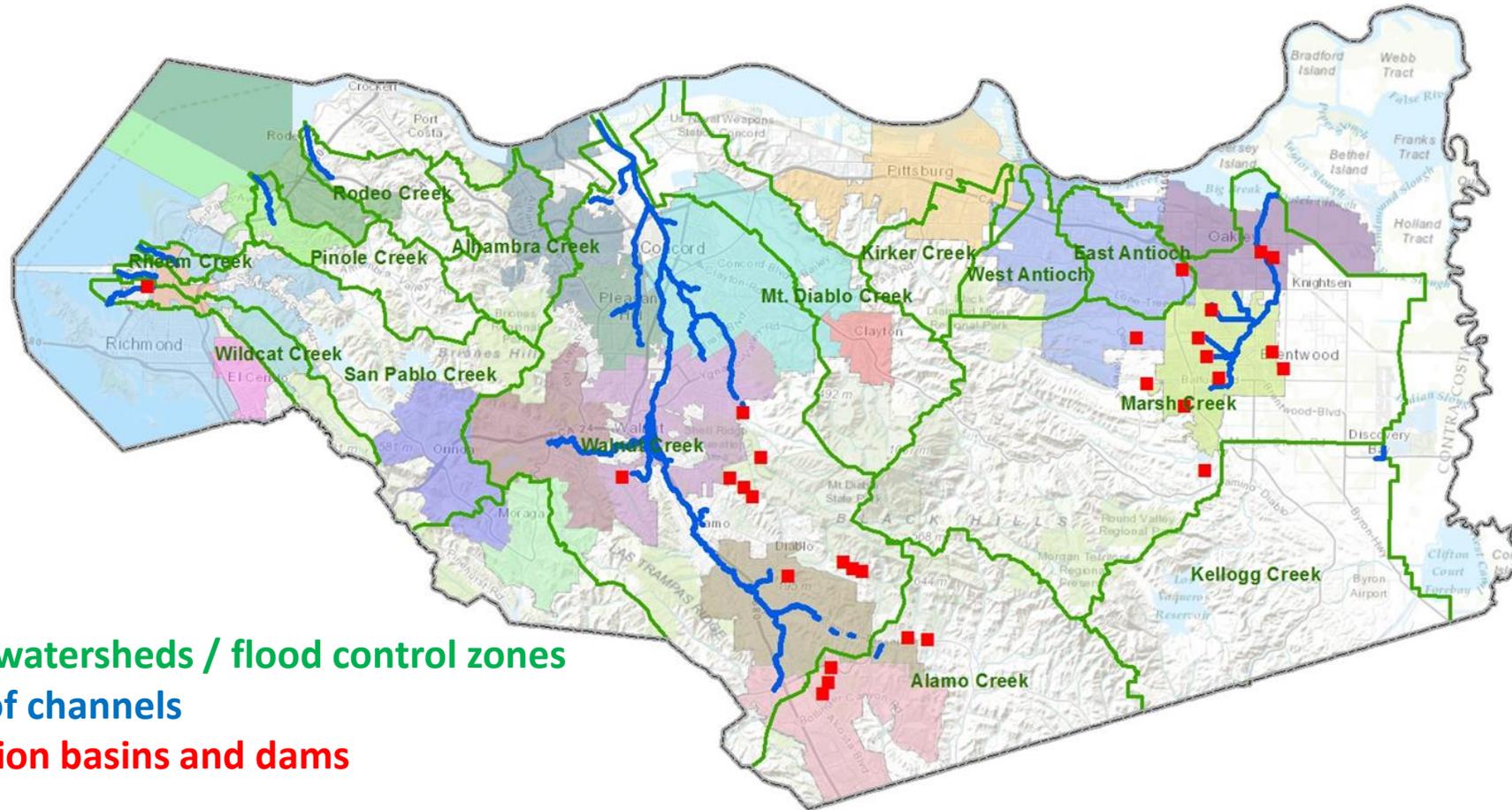
Flood Control Program

BUDGET CHALLENGES

Flood Control Program Overview

- Flood control functions in the County are the responsibility of the Flood Control and Water Conservation District, which is staffed by Public Works since merging in 1972
- The County was divided into **14 major watersheds**, called **Flood Control Zones**
- Infrastructure installed since 1951 includes **29 basins and dams plus 79 miles of concrete and earthen channels**
- Much of the infrastructure was designed and built by the Army Corps of Engineers or Soil Conservation Service, with low or zero local match, then transferred to the District for maintenance and operation
- Several federal and state agencies **regulate** District maintenance and improvement projects

District Maintained Facilities

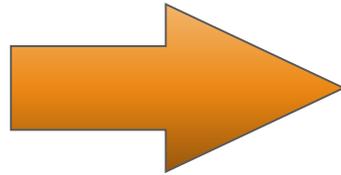


LEGEND

- 14 major watersheds / flood control zones
- 79 miles of channels
- 29 detention basins and dams

Flood Control Funding

Flood Control District
functions
are funded through



- **Property Taxes (Flood Control Zones)**
- **Special Assessments**
- **Grants**
- **Developer Fees (Drainage Area Fees)**
- **Fees for Service**

Flood Control Funding Challenges

What are the funding challenges?

- **Current revenues** – Underfunded flood control zones & low development volume in Drainage Areas
- **Barriers to raising revenues and leveraging revenues** – Prop 13, Prop 218, local match requirements, grant focus on capital improvements (necessitating an increase to the operations budget)
- **Increasing environmental regulatory and permitting challenges**
- **Climate Change** – Storm damage, rising sea-levels, droughts
- **Increasing maintenance backlog** – impact to disadvantaged communities without an adequate revenue stream
- **Inflation and insurance cost** – similar for roads and special districts

Underfunded Flood Control Zones

SPECIAL TAXES & ASSESSMENTS		AD VALOREM TAXES & ASSESSMENTS				
DESCRIPTION	CODE	INFORMATION	AMOUNT	DESCRIPTION	DATE	AMOUNT
TECHNOLOGY TAX	01	0000-00-0000	\$0.00	TECHNOLOGY TAX	01/01	\$0.00
INDUSTRIAL & VEHICLE	02	0000-00-0000	\$0.00	INDUSTRIAL & VEHICLE	02/01	\$0.00
AGRICULTURE	03	0000-00-0000	\$0.00	AGRICULTURE	03/01	\$0.00
COMMERCIAL	04	0000-00-0000	\$0.00	COMMERCIAL	04/01	\$0.00
RESIDENTIAL	05	0000-00-0000	\$0.00	RESIDENTIAL	05/01	\$0.00
AD VALOREM TAX				AD VALOREM TAX		
TOTAL AD VALOREM TAXES				TOTAL AD VALOREM TAXES		
TOTAL SPECIAL TAXES & ASSESSMENTS			\$1,073.00	TOTAL AD VALOREM TAXES		\$4,524.00
TOTAL SPECIAL TAXES & ASSESSMENTS			\$1,073.00	TOTAL AD VALOREM TAXES		\$4,524.00

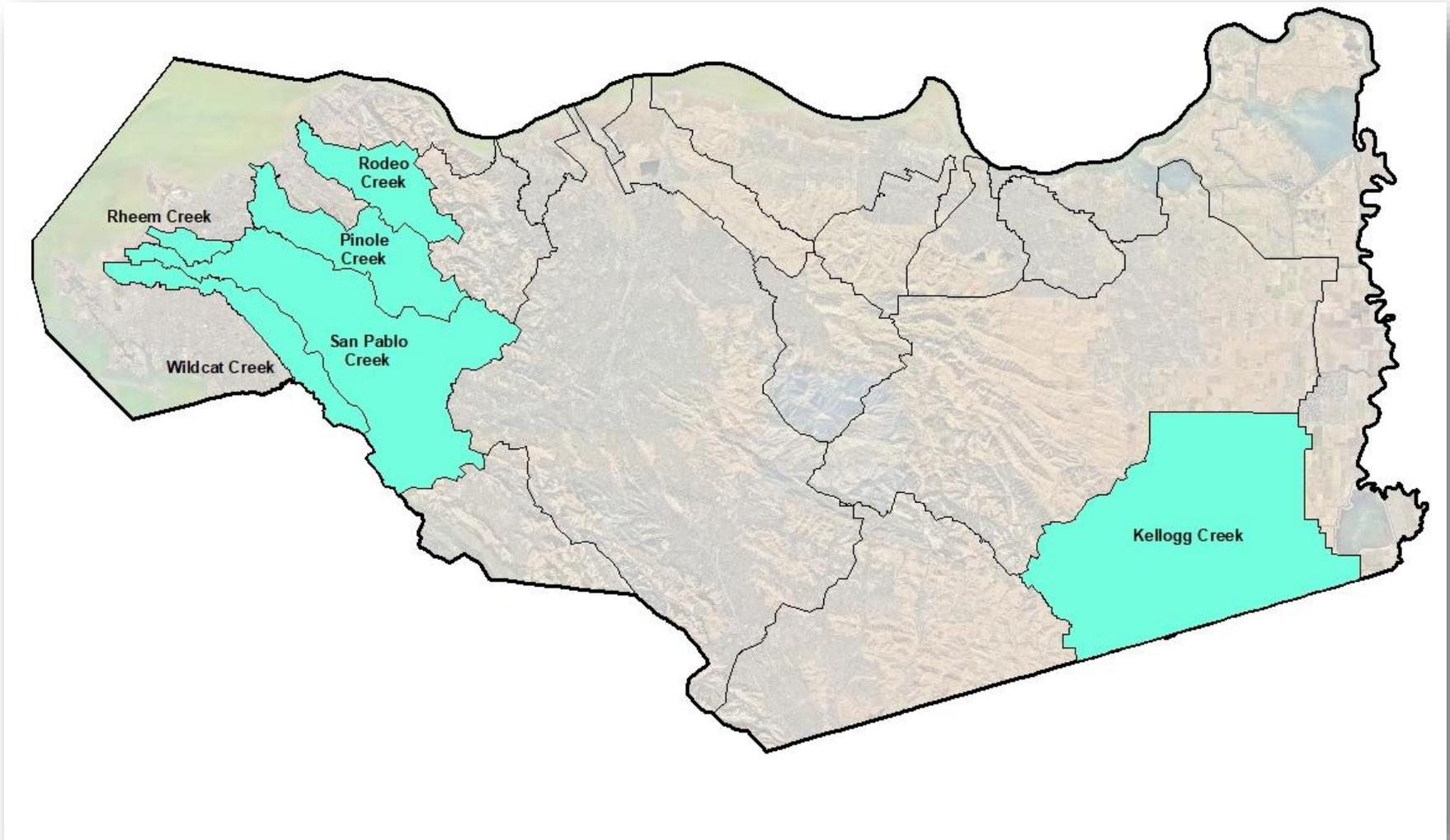
Flood Control Zone funding (a small percentage of your property taxes) is the **primary revenue source** to fund basic maintenance, operations, and capital improvements for the flood control facilities in the zone.

- Pre-Prop 13** → Prior to the passage of Proposition 13 in 1978, Zone Boards, which consisted of representatives from the watersheds, adjusted the tax rates of each Flood Control Zone **annually**. When Proposition 13 came around, several of the zone facilities were constructed, maintenance was up to date, and there was enough money in the funds to set the tax rate **very low** or at **zero**.
 - Post-Prop 13** → Upon passage, Proposition 13 froze those tax rates, in effect shutting off the tax revenue needed to adequately fund the maintenance of the Zones' flood control facilities.
 - Short-Term Solution eliminated** → The State responded by setting up the **Special District Augmentation Fund**. This fund provided agencies assistance for many years until the Fund was **removed** from the State budget during a State budget crisis.
- Today several Zones remain **severely underfunded**. The District is actively seeking ways to compensate for lack of funding for maintenance.

Underfunded Zones

As a result...

- Kellogg, San Pablo, and Pinole Creeks tax rates were frozen at **0%**
- Wildcat, Rodeo, and Rheem Creeks tax rates were frozen **very low**
- To address the impact, the District is using a revolving fund loan program or backfill from District funds to provide minimal maintenance activities
- Zones have accumulated **\$4.1 million** in debt from the loan program or backfill



Underfunded Zones

Unsustainable business model that feeds on itself

Revolving Fund Loans and backfill from FCD

Underfunded Zones/Areas Number	Underfunded Zones/Areas Description	Annual Average Revenue (property tax)	Annual Average Expenditures ("minimum" maintenance)	Outstanding Debts	Deferred Maintenance
2	Kellogg Creek	\$0	\$5,000	\$20,000	\$300,000
6A	San Pablo Creek	\$0	\$55,000	\$280,000	\$330,000
7	Wildcat Creek	\$132,000	\$155,000	\$830,000	\$1,430,000
8A	Rodeo Creek	\$68,000	\$80,000	\$310,000	\$1,425,000
9A	Pinole Creek	\$0	\$35,000	\$2,220,000	\$1,875,000
127	Rheem Creek	\$23,000	\$30,000	\$480,000	\$440,000
	TOTALS	\$233,000	\$360,000	\$4,140,000	\$5,817,000

Drainage Area Funding

- Developer fees based on impervious surface to "add" capacity to the system
- Does not address existing deficiencies, routine maintenance, or replacement costs of existing structures
- Contra Costa moved from a rapidly developing County with large-scale development projects to smaller infill development projects reducing incoming Drainage Area funding

Barriers to Raising Revenues & Leveraging

- Prop 13 froze tax rates in 1978

Tax Measures Challenges

- Prop 218 (super majority, or 2/3rds vote needed to increase a tax or fee) did not include stormwater or flood control as exempt like drinking water, sewer, and trash
- SB 231 redefined stormwater as a utility, but implementing a tax measure for stormwater is subject to legal challenges
- Tax measures are costly to enact and generally unpopular in today's environment
- Unlikely to meet 2/3 approval
- Leverage - Local match requirement for grants (FEMA, Army Corps, EPA, IJA, etc.)

Leveraging Funds – Local Match

Infrastructure Improvement and Jobs Act (IIJA)

IIJA funding for flood control facilities comes through existing programs – FEMA, Army Corps, and EPA. One new funding program was created for retrofitting culverts and weirs that restrict fish passage.

- *Challenge #1* - Local match can be 35% to 50%, which we do not have. US Army Corps of Engineers projects being considered include Wildcat Creek Phase 2, Pinole Creek, Rheem Creek, and Rodeo Creek. These projects would increase level of flood protection to FEMA and Corps standards.
- *Challenge #2* - Adding more or enhanced facilities requires that maintenance funding be increased.
- *Challenge #3* – **IIJA does not provide funding for routine maintenance**, which is currently \$18.5 million backlog and growing.

We will continue to pursue all the grants we can and seek local match funding from State.

Unfunded Mandates & Environmental Permits Cost

The new regional stormwater permit (MRP 3.0) was issued by the San Francisco Regional Water Quality Control Board on July 1, 2022.

- 3 more new provisions were added to the previous 22 provisions
- 7 of the previous 22 provisions were expanded to include new requirements
- Stricter and costlier restrictions to comply

Environmental Permits Rising Cost

- More requirements to comply adding more cost to construction/maintenance budget
- Additional studies and submittals, lengthier review time for permitting adding to work cost
- Higher costs in permit fees
- Higher costs in mitigation

Climate Change-Shoreline Communities Impacted

- Sea level rise will impact our shoreline communities: Richmond, North Richmond, Pinole, Hercules, Rodeo, Martinez, Bay Point, Antioch, Oakley
- Climate change will increase flood risk everywhere, but areas impacted first and worst are along shorelines
- Lack of District **funding** is more severe in **west county shoreline communities, many of which are disadvantaged communities**



Climate Change - Storm Damage and Impacts

- Storms / drought cycle
- Heavy storms in 2002, 2005, 2017, 2022
- More intense storms expected with climate change impacts
- Additional facility damage expected
- Additional resources costs (\$2.5 million estimated damage to FC facilities for 2022 storms)



Facilities during recent 2022 storms

Maintenance Backlog

- Total maintenance backlog is \$18.5 million
- Consists of sediment removal, erosion repairs, vegetation removal, fence repairs, maintenance road repairs
- Recent 2022 storms added an estimated \$2.5 million damage to the already \$18.5 million backlog for Flood Control facilities



Invasive vegetation and bank erosion

Capital Replacement - Maintenance

- Facilities are approaching their design life and need to be replaced
- FEMA has delayed their updated maps, giving false assurance to residents in a flood plain
- Community awareness of routine and capital replacement maintenance needs

North Richmond
1982 Floods
prior to Wildcat and
San Pablo Creek
Improvements



Solutions – Short Term

- FEMA, Corps, EPA, IIJA Grants
- Continue reduced service levels – not sustainable
- Reduce service levels further – result in growing deferred maintenance and infrastructure failure
- Supplemental funding such as General Fund allocation to assist with local match

Although...

- One-time funding allocations, such as listed above, help reduce flood risk

The fundamental challenge is that...

- One-time funding allocations are not a reliable revenue stream to be able to plan long-term multi-year improvements and on-going routine maintenance
- One-time funding does not address the structural budget issue of underfunded Flood Control Zones, many of which are in disadvantaged communities

Solutions – Long Term

- Pursue tax measures to provide local match and maintenance funds
- Support State amendment to Prop 218 to include stormwater
- Support legislation to provide local match funds
- Support legislation to reduce voter threshold to 50% (still significant challenges would remain)
- Partnerships on projects with non-profit organizations to increase grant success
- Mitigation assistance by community groups
- Maintenance assistance by community groups

What we are doing

- Monitoring funding opportunities – IJJA, FEMA, Corps, EPA, ARPA, Measure X, etc.
- Periodic meetings with funding consultants to review opportunities and set priorities
- Informing community groups and public at every opportunity
- Presentations to legislators during Watershed Day at the Capitol each April
- Working with other agencies to share strategies for permit streamlining
- Participating in regional agency meetings with Regional Water Board to discuss issues
- Partnering with non-profits on projects
- Supporting watershed groups throughout the County
- Presentations to Board of Supervisors



Special Districts

BUDGET CHALLENGES

Special Districts

Background: The Special Districts section of the Contra Costa County Public Works Department is responsible for:

- 30 zones of a Lighting and Landscaping District (LL-2, also known as Countywide Landscaping District)
- 13 County Service Areas (CSAs)
- 4 Community Facilities Districts (CFDs)
- The Iron Horse Corridor

The public facilities managed by Special Districts for these zones, CSAs and CFDs include a diverse array of items, including trails, community landscapes and parkways, parks, a potable water supply well, pedestrian bridges, a transit line, and a community centers. These special districts serve various unincorporated communities in Contra Costa County.

Special Districts

Overall, Special Districts is not currently funded in a **sustainable manner**. Financial resources for Special Districts tend to be very limited, and often do not meet the expectations of the residents served. These financial issues stem primarily from **three fundamental challenges**.

- 1. Many Special Districts assessments or service charges that fund the districts do not adjust annually to keep up with inflation. The result is that Special District funding streams have declined significantly in real value over time*
- 2. Some Special Districts have zero or unpredictable funding*
- 3. Some Special Districts have adequate funding for existing facilities, but additional funding is not available to accumulate for significant capital improvement or replacement projects*

Special Districts – Challenge 1

Special Districts receives funding for operations and maintenance from ad valorem taxes and/or assessments on property in the specific district (LL-2 zones, CSAs, or CFDs) served

Many Special Districts were formed in the 1970s through the 1990s, and their **funding mechanisms have not been updated since they were formed**

Staff have found **significant resistance to increasing assessments** or service charges for the various districts managed by our department

Landscape and Lighting Districts (LL-2)

32 Zones in LL-2

Only 8 of 32 zones have annual cost of living adjustments to their assessments in an effort to keep up with inflation

The 24 remaining zone assessments, which cover over 6900 parcels, do not have an annual cost of living adjustment, and often have the same assessment they had when they were formed in late 1970s to mid-1990s

Due to inflation, these zones have been subject to 25 to 40 years of declining assessment value and subsequent reductions in maintenance

The assessment income from some of these zones has reached the point where Public Works is unable to mobilize any sort of maintenance beyond an annual weed abatement and trash removal

LL-2 Zone 10 Example

Zone 10 is responsible for walking trails, parks, landscaping, and open spaces within the Viewpointe Subdivision in Bay Point.

This zone contains 119 parcels and includes significant community landscaping areas throughout.

Since its formation in 1993, Zone 10's funding has held steady at annual assessment of approximately \$152/per residential unit. This assessment has not been and cannot be adjusted since formation.

During this time, the San Francisco Bay Area cost of living has gone from an index of 144 in 1993, to 320 in 2022, a 222% increase. Based on these inflationary pressures, the assessment dollars available to Zone 10 now are only worth 45 percent of what they were worth at formation in 1993.

This leaves the zone underfunded and severely limits the amount of maintenance that can be completed within the zone.

Furthermore, as actual maintenance funds are limited for the zone, it is difficult to accumulate enough funds for a capital replacement project. Given that the landscape and park areas in this zone are now 30 years old, they have reached the end of their useful life and need replacement.

Unfortunately, the decreasing value of the assessment has not allowed Special Districts to accumulate enough funds to implement a capital replacement project. This leaves the zone with limited funds for ongoing maintenance and no funds to replace the declining facilities.

Special Districts – Challenge 2

Special Districts were formed with either no funding or with funding that was dependent on rental income from a community center

As an example, CSA R-9 was formed in El Sobrante in 1974 for parks and recreation with no funding

The residents turned down two attempts to pass an assessment to fund CSA R-9 in 1985 and 1998, and yet currently, there is considerable interest for a new park in El Sobrante

Special Districts is unable to provide any parks and recreation services until such time as the residents approve baseline funding for the CSA

Special Districts – Challenge 2

CSA R-10 was formed in Rodeo with the understanding that it would be funded with the proceeds from renting the Lefty Gomez Community Center, which was leased from the John Swett Unified School District

While this model was initially successful, over time the relatively low rental rates for the community center combined with low community interest and the departure of a long-time tenant left the CSA without funds for badly needed operations and maintenance services

The community center was viewed as too small for many events and in “poor” condition. It also lacked funding for necessary capital improvements to update the center

Given the lack of community support for the community center, the funding stream dwindled down to a level that was unsustainable for the County to manage

This was exacerbated by COVID-19, when all community rentals were cancelled, and the CSA was left without funding

In 2022 the Contra Costa County Local Agency Formation Commission (LAFCO) dissolved CSA R-10 due to a lack of steady funding stream and the Lefty Gomez Community Center was returned to the school

Subsequently, the County has ceased to provide community center services in Rodeo

Special Districts – Challenge 3

While some districts have adequate funding for **existing operations**, they are unable to accumulate significant reserves to **implement long-term capital replacement or upgrade projects**

Districts with this financial problem have steady to slightly increasing funding from ad-valorem service charges but given that the area is built-out and development which would generate additional revenue is not occurring, these districts will not see enough revenue to generate reserves for large capital projects.

Often, improvement to these districts is only able to occur when the State provides grant funding for park improvements

Special Districts – Where we've been and next steps

- At various times, our department has partnered with others to bring a ballot measure to the residents to increase assessments within specific zones. Each effort polled poorly, and the efforts were abandoned
- Staff has developed strategies to increase flexibility of the use of some funds within zones and CSA's were feasible within existing ordinance and laws, but these are only marginally effective
- Service levels have been reduced, impacting long-term sustainability of the infrastructure
- Leveraged grant opportunities to make capital improvements, but this does not address on-going maintenance issues
- Additional recurring long-term funding is necessary to provide the necessary capital investment and maintenance needs
- Seed money necessary to work through options available to Special Districts

Summary

Take Aways

Road Program – Revenue impact from pandemic should be short-term. We will need to manage project delivery timelines and cash flow for several fiscal years. To help, discretionary funding allocations for projects needing a local match will help.

Flood Control Program – We must address the structural revenue challenge for Flood Control Zones with zero or low revenue streams. The revenue streams need to consider routine maintenance and capital replacement costs for the flood control facilities within the zone

Special Districts – We must address the structural revenue challenge for special districts with underfunded revenue streams. Revenue should be adequate to meet service level expectations by the community within each district

We are working with the County Administrator on identifying discretionary funding to be used for local match requirements.



Contra Costa County
Public Works
Department

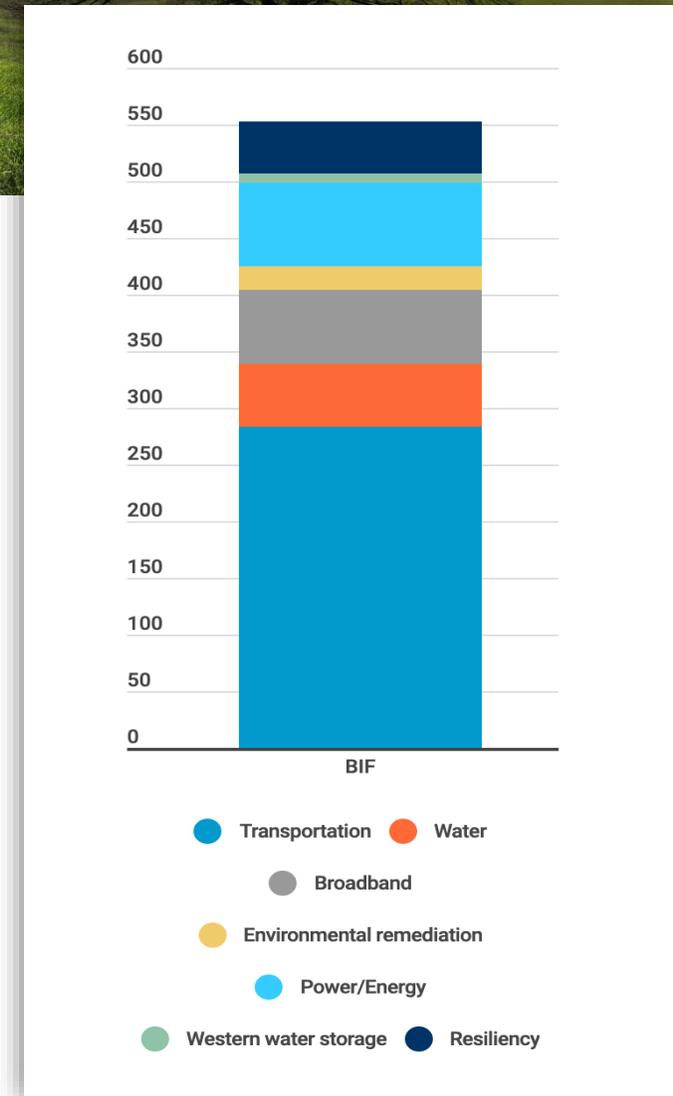
Thank You
Q & A

Infrastructure Investment and Jobs Act (IIJA)

**What it means for Contra Costa County's infrastructure
2022**

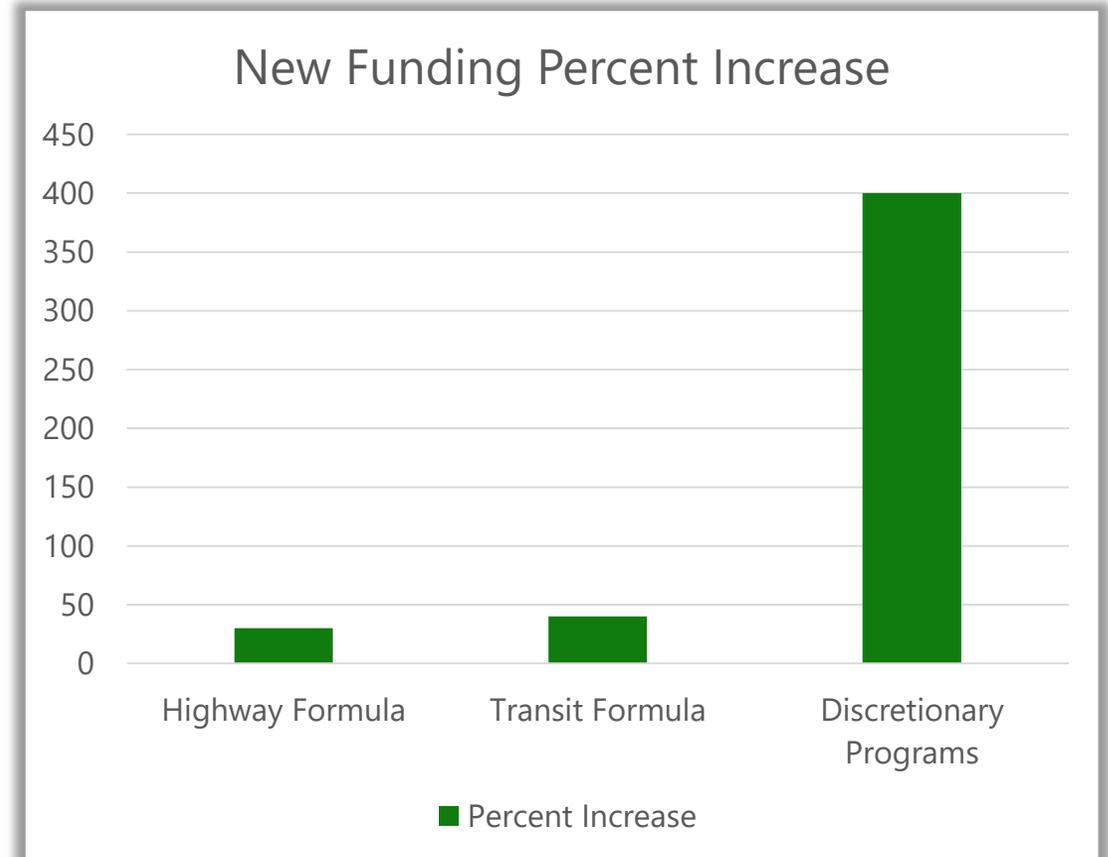
IIJA Legislation Summary

- **On November 15, 2021, President Biden signed the Infrastructure Investment and Jobs Act (aka IIJA or Bipartisan Infrastructure Law – BIL)**
- **Provides \$973 billion over five years from FY 2022 through FY 2026**
- **\$550 billion in new investments over FAST Act with \$284 billion (52%) towards Transportation**
- **Investment in all modes of transportation, water, power and energy, environmental remediation, public land, broadband, and resilience**
- **Although 52% of new funding goes to transportation, the new funding is focused on climate change, resilience, and equity**



IIJA General Themes

- **IIJA funding increase mainly due to competitive grant programs**
- **Small increase in formula funding**
- **Many opportunities for local agencies with some programs specifically for local cities and counties**
- **Important to focus on key Administration priorities:**
 - Climate
 - Equity
 - Regional coordination and collaboration



IIJA General Themes (cont'd)

- **New focus on climate and equity – introduction of electrification, steps to connect transportation GHG reductions, and resilience**
- **New policy and programs in bill. Existing program's project eligibility expanded to focus on climate and equity**
 - EV Charging Infrastructure
 - Protective Features to Enhance Resilience
 - Wildlife Crossing Projects
 - Shared Micromobility (e.g. bikeshare, shared e-scooters)
 - Focus on Communities of Concern



Existing Highway Formula Programs



Program	National IIJA Average	Increase
National Highway Performance Program	\$29.6 B	
Surface Transportation Block Grant (STBG)	\$14.4 B	32%
Congestion Management and Air Quality (CMAQ)	\$2.64 B	10%
Transportation Alternatives	\$1.44 B	76%
National Freight Program	\$1.43 B	
Metro Planning	\$456 M	32%
Highway Safety	\$3.11 B	
Rail-Grade Crossings	\$245 M	

Key Programs for County

STBG and CMAQ – Distributed by MTC and CCTA through One Bay Area Grant (OBAG) under MTC Policy Resolution ?????

Transportation Alternatives – Statewide Grant process through Caltrans (combines TA, BTA, & SRTS) and Regional Grant process through MTC

Highway Safety – Highway Safety Improvement Program (HSIP). Application process through Caltrans

Rail-Grade Crossings – Section 130 funding. Application process through CPUC and Caltrans.

Transit Programs



Program	National IJA Average	Increase
Planning Programs	\$193 M	36%
Urbanized Area Formula	\$6.71 B	36%
Elderly/Disabled Formula	\$439 M	54%
Rural Formula	\$916 M	28%
State of Good Repair Formula	\$4.6 B	70%
Bus Formula	\$632 M	9%
Bus Competitive	\$393 M	-5%
Low-No Emission Buses	\$1.1 B	525%

Transit Programs

Programs remain the same as FAST Act with more funding through IJA

New Highway Formula Programs

Program Descriptions:



Carbon Reduction – Traffic Monitoring, Bike/Ped, Transit, Congestion Management, Mode Shift, ITS

New

Similar to existing CMAQ program
(\$6.4B over 5-years)



EV Charging – EV charging infrastructure, acquisition, installation, operation, maintenance, and data sharing

New

Formula – EV chargers along Interstates and major corridors (\$5B over 5-years)

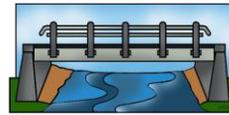
Discretionary – EV chargers in disadvantaged communities and rural areas (\$2.5B over 5-years)



PROTECT (Resiliency) – Resilience Planning, Improvements, Evacuation Routes, At-Risk Coastal Infrastructure

New

Formula - (\$7.3B over 5-years)
Discretionary – (\$1.4B over 5-years)



Bridge Program – Bridge replacement, restoration, rehabilitation to reduce number of bridges in poor and fair condition. 15% of funds set-aside for off-system bridges (\$27.5B over 5-years)

New

Contra Costa County Bridges

89 Bridges (52 Good Condition, 28 Fair Condition, 9 Poor Condition)
15 National Highway System Bridges
64 On-System Bridges
30 Off-System Bridges

Discretionary Grant Programs

Program Descriptions:



Two Ways to Position and Rotate Your 3D Model

Position & Rotate Model

- 1 Click or tap to select your 3D Model > Click and hold on the 3D control to rotate or tilt your 3D model up, down, left, and right.



3D Control

Try It: Using the model on the left side of the screen.

- 2 Alternatively, with your model selected, on the Ribbon, in the 3D Model Tool Format tab, you can click on 3D Model Views gallery to apply one of the various position views.



Animate Your Model with New 3D Animations

3D Animations

1 Click or tap on your 3D Model > **Animations** > **Arrive**

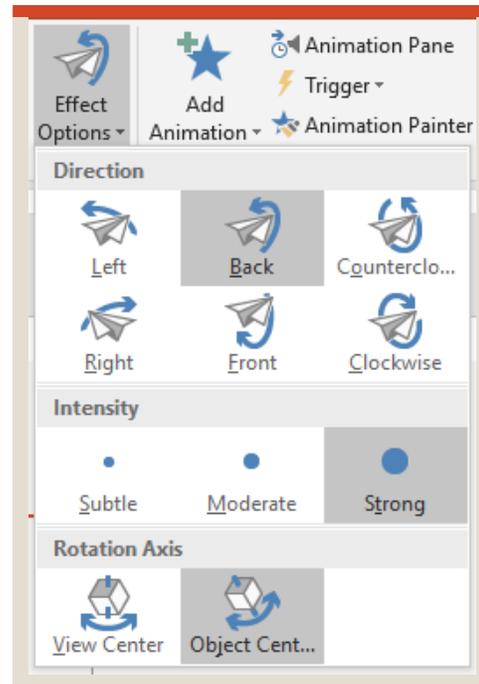
You should see a preview of the animation play on the slide.

2 Click on the Effect Options button, and change the following settings:

Direction: **Back**

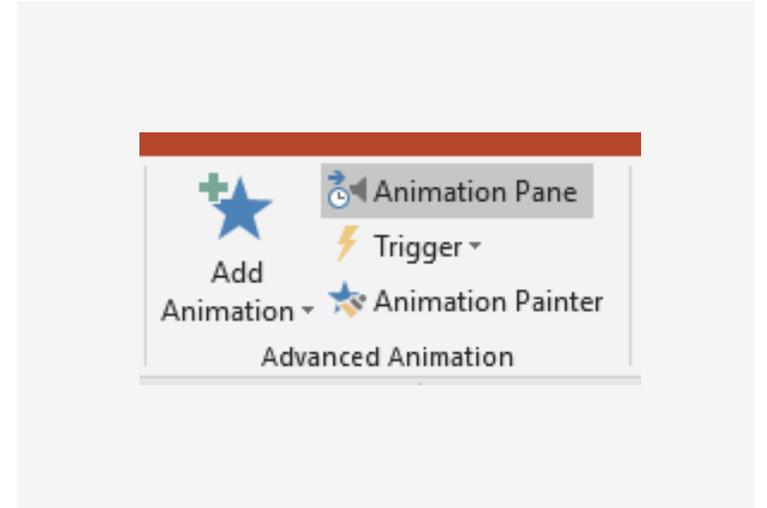
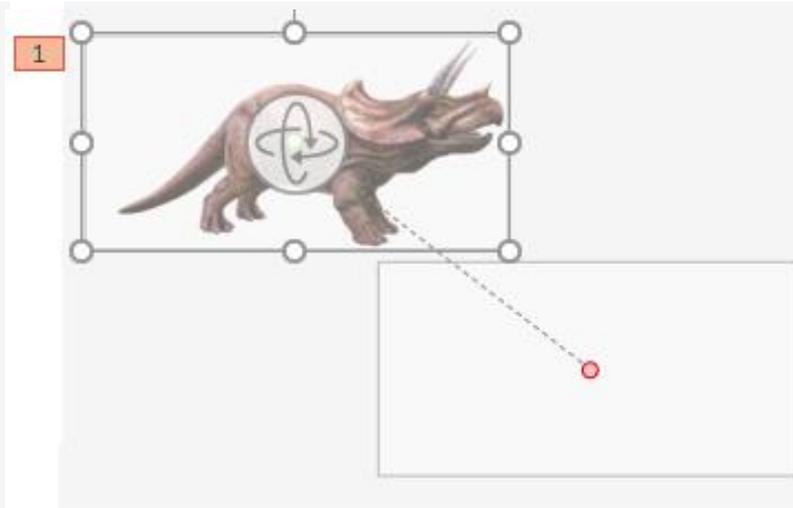
Intensity: **Strong**

Rotation Axis: **Object Center**



Add Multiple Animations to Make Your Model Come Alive

To add additional animations to your Arrive animation, follow the steps below:



1 Select your 3D model > **Add Animation** > **Motion Path** > **Lines**

2 Select your 3D model > **Click** on the Red End Motion Path Point > **Drag** the point off the slide

3 Click on the Animation Pane button > **Right-click** the Motion Path animation > **Select** Start with Previous

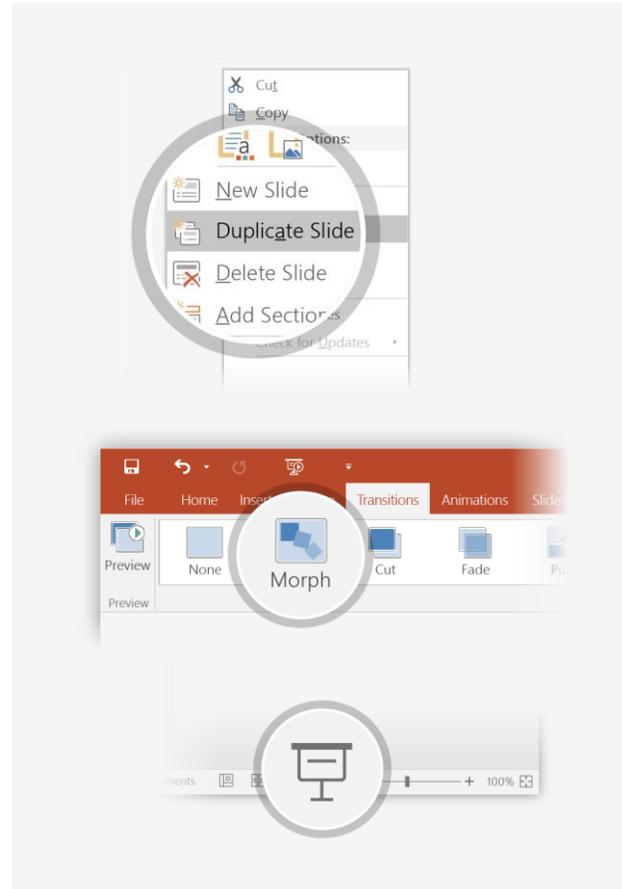
Now Animate Your 3D Model Using the Morph Transition

Try it yourself with the Triceratops on the right:

1 Duplicate this slide: Right-click the slide thumbnail and select **Duplicate Slide**.

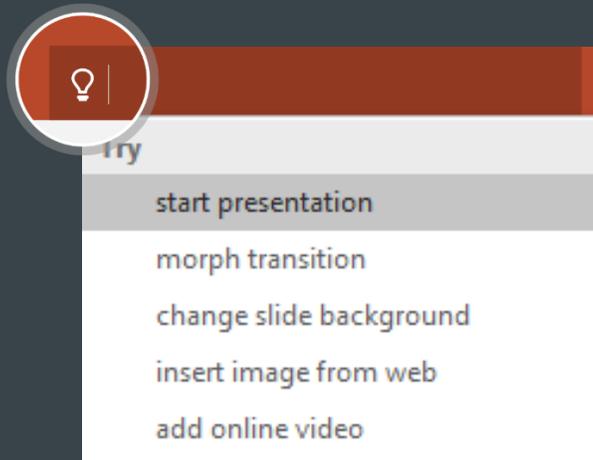
2 In the second of these two identical slides, change the 3D Model on the right in some way (rotate, move, or resize), then go to **Transitions > Morph**.

3 Return to the first of the two slides and press the **Slide Show** button and then select **Play** to see your Triceratops morph!



More questions about PowerPoint?

Select the **Tell Me** button
and type what you want to know.



Select The Arrows When In Slide Show Mode



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STATE OF THE DISTRICT

FY 2021-22



Contra Costa County
Flood Control
& Water Conservation District

Annual Fiscal Year End Flood Control Budget Meeting

Tuesday, October 25, 2022

MAJOR FUND BALANCES – FCD, FCZ 1 & FCZ 3B

• Flood Control District

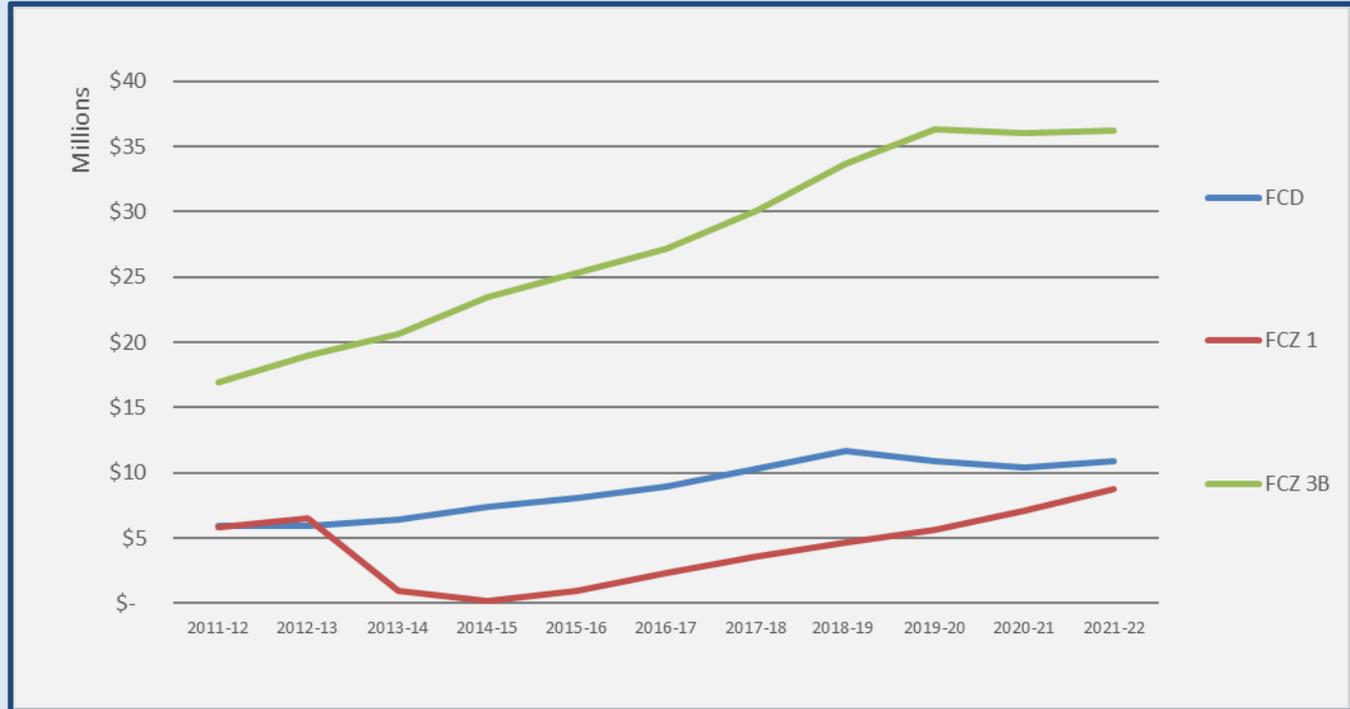
- Fund Balance flat 2018-19 to current due to self-insurance and additional backfill to DA 55.

• Flood Control Zone 1

- Fund Balance experiencing year-to-year growth from 2014-15 to current.
- 2013-14 experienced 85% decline in Fund Balance due to supporting USCB project funds of \$6.1M to DA 130.

• Flood Control Zone 3B

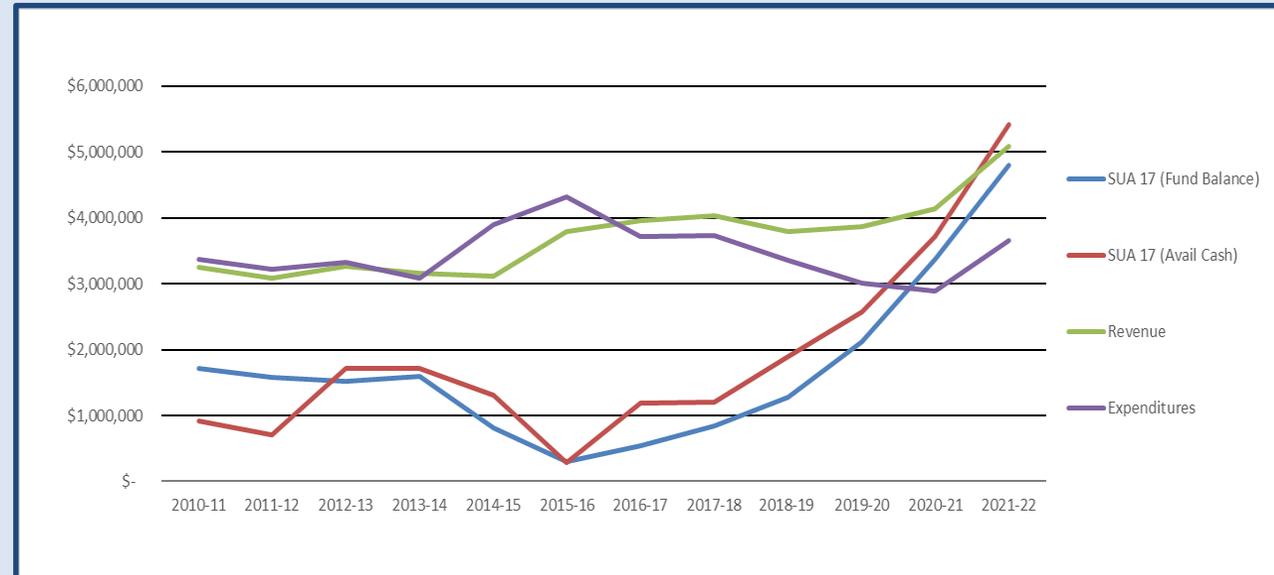
- Fund Balance flat FY 2019-20 to current due to Major Project Expenditures.



	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
FCD	\$ 5,949,755	\$ 5,952,338	\$ 6,413,817	\$ 7,372,832	\$ 8,045,922	\$ 8,935,162	\$ 10,277,559	\$ 11,721,832	\$ 10,947,933	\$ 10,400,286	\$ 10,889,750
FCZ 1	\$ 5,789,481	\$ 6,565,342	\$ 953,418	\$ 163,859	\$ 1,007,472	\$ 2,297,012	\$ 3,571,985	\$ 4,689,739	\$ 5,614,955	\$ 7,129,241	\$ 8,723,211
FCZ 3B	\$ 16,981,659	\$ 18,970,169	\$ 20,643,689	\$ 23,411,528	\$ 25,292,944	\$ 27,145,392	\$ 30,044,931	\$ 33,659,570	\$ 36,314,721	\$ 35,973,327	\$ 36,191,516

STORMWATER UTILITY AREA 17 - Contra Costa County

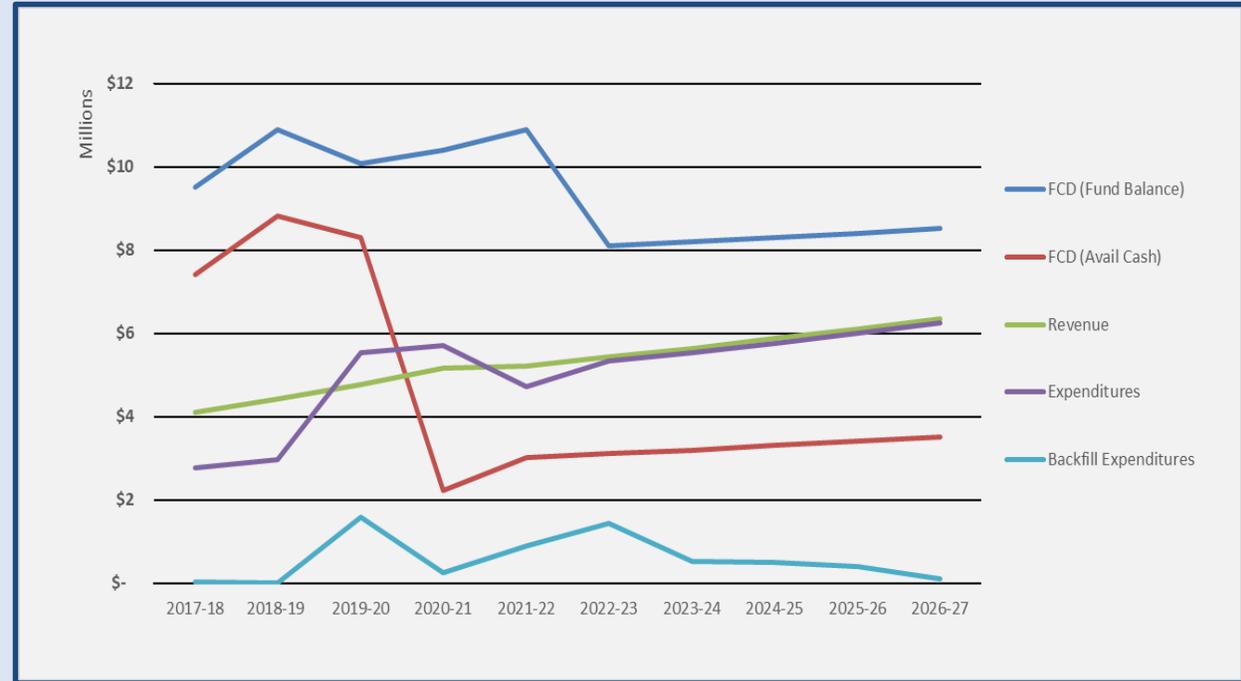
- **Revenue** began to exceed **Expenditures** in FY 2015-16, and as a result, both the **Fund Balance** and **Available Cash** have increased.
 - **Expenditures** have declined due to staffing vacancies but are now increasing with additional staffing.
- Expenditures peaked at \$4.3M in FY 2015-16 from \$3M in FY 2013-14
 - A \$535,816 reimbursement to 0330 during FY 2014-15
 - A sum of \$419,823 was paid to the Valentine Corporation during FY 2015-16 for North Richmond Pump Station.



Entity	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
SUA 17 (Fund Balance)	\$ 1,714,920	\$ 1,582,036	\$ 1,522,444	\$ 1,598,742	\$ 818,618	\$ 293,484	\$ 539,563	\$ 843,805	\$ 1,271,255	\$ 2,124,271	\$ 3,366,369	\$ 4,794,046
SUA 17 (Avail Cash)	\$ 912,081	\$ 706,083	\$ 1,715,579	\$ 1,707,553	\$ 1,310,012	\$ 281,328	\$ 1,192,647	\$ 1,200,091	\$ 1,890,533	\$ 2,574,203	\$ 3,722,514	\$ 5,414,953
Revenue	\$ 3,251,042	\$ 3,083,578	\$ 3,267,195	\$ 3,152,714	\$ 3,116,823	\$ 3,796,280	\$ 3,959,325	\$ 4,034,963	\$ 3,785,444	\$ 3,866,710	\$ 4,130,503	\$ 5,082,624
Expenditures	\$ 3,364,708	\$ 3,216,462	\$ 3,326,788	\$ 3,076,416	\$ 3,896,947	\$ 4,321,414	\$ 3,713,245	\$ 3,730,721	\$ 3,357,994	\$ 3,013,693	\$ 2,888,406	\$ 3,654,946

FLOOD CONTROL DISTRICT

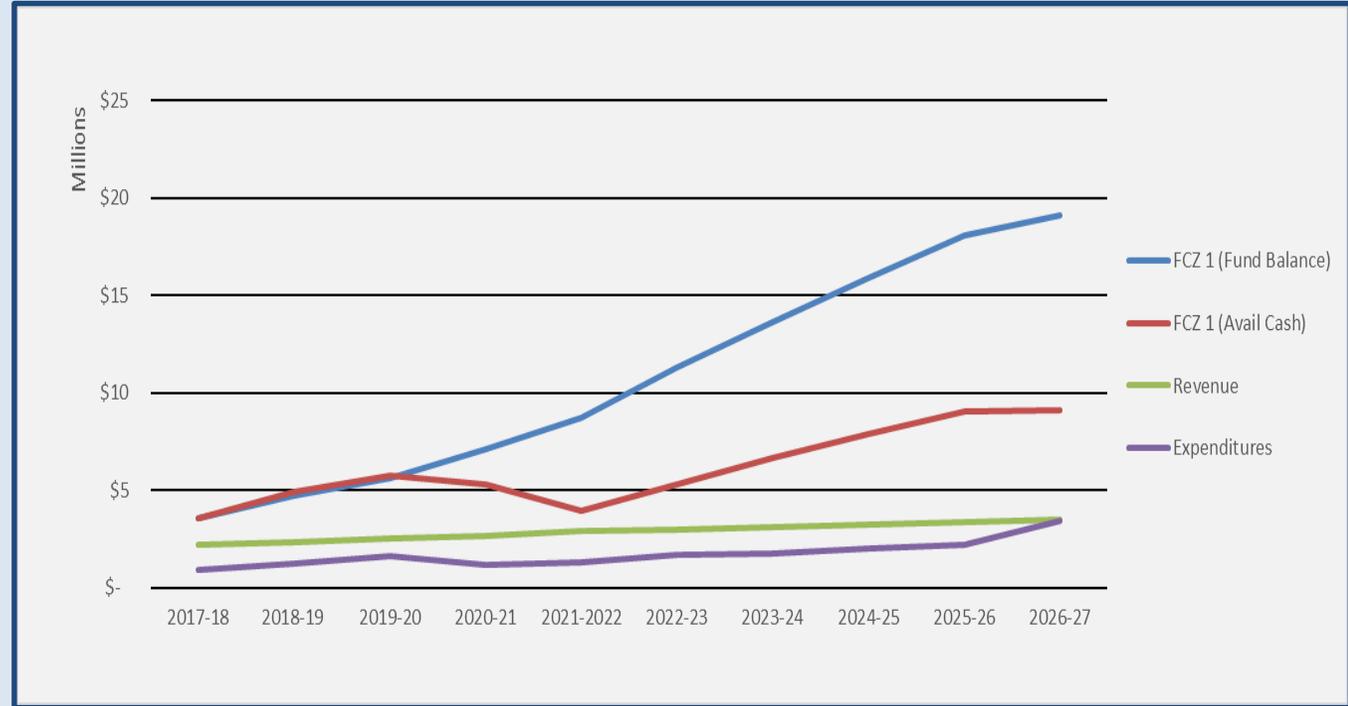
- Anticipated **Fund Balance** drop due to anticipated \$3M self-insurance and continued backfill expenditures from 7505-6F8903
- FCD experienced drop in **Available Cash** FY 2020-21 due to \$5M investment and \$1.5M self-insurance
- Anticipated 4% growth in **Revenue**
- Significant **Expenditure** increases beginning FY 2019-20 due to backfill expenditures to DA 55, self-insurance, and capital equipment.
- Moving forward, the Fund Balance will recover as revenue increases and **Backfill Expenditures** will decline.



Entity	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
FCD (Fund Balance)	\$ 9,507,675	\$ 10,888,841	\$ 10,068,259	\$ 10,400,286	\$ 10,889,750	\$ 8,104,718	\$ 8,201,278	\$ 8,301,700	\$ 8,406,138	\$ 8,514,755
FCD (Avail Cash)	\$ 7,410,386	\$ 8,821,519	\$ 8,295,151	\$ 2,222,280	\$ 3,011,872	\$ 3,104,718	\$ 3,201,278	\$ 3,301,700	\$ 3,406,138	\$ 3,514,755
Revenue	\$ 4,107,729	\$ 4,420,241	\$ 4,771,557	\$ 5,153,034	\$ 5,217,159	\$ 5,425,846	\$ 5,642,880	\$ 5,868,595	\$ 6,103,339	\$ 6,347,472
Investments				\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Expenditures	\$ 2,765,333	\$ 2,975,967	\$ 5,545,455	\$ 5,700,682	\$ 4,727,695	\$ 5,333,000	\$ 5,546,320	\$ 5,768,173	\$ 5,998,900	\$ 6,238,856
Backfill Expenditures (inc DA 55)	\$ 28,501	\$ 8,933	\$ 1,593,008	\$ 262,945	\$ 904,627	\$ 1,428,412	\$ 527,349	\$ 506,443	\$ 405,700	\$ 115,128

FLOOD CONTROL ZONE 1 – Marsh Creek

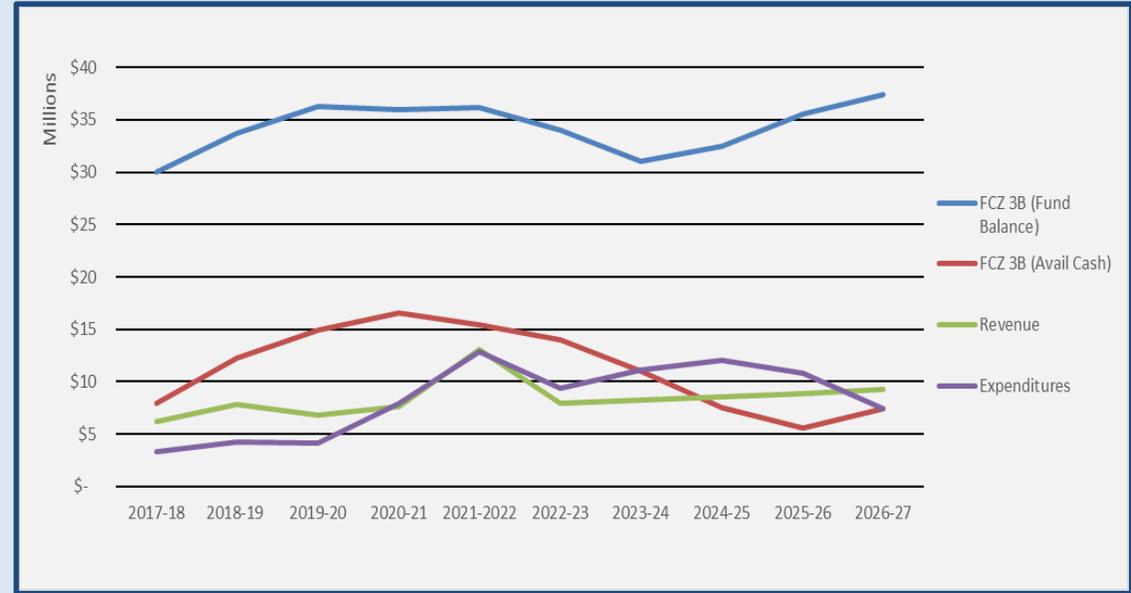
- Anticipated **Fund Balance** growth as investment contributions continue to increase.
 - Revenue is expected to exceed expenditures by \$1M through 2025-26, which will be allocated to investment contributions.
- FCZ 1 experienced a drop in **Available Cash** FY 2021-22 due to \$3M in additional investment.
- Anticipated 4% growth in **Revenue**.
- Minimal **Expenditure** increases with few Major Project Expenditures planned.



Entity	2017-18	2018-19	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27
FCZ 1 (Fund Balance)	\$ 3,571,985	\$ 4,689,739	\$ 5,614,955	\$ 7,129,241	\$ 8,723,211	\$ 11,262,798	\$ 13,615,208	\$ 15,848,914	\$ 18,038,369	\$ 19,122,121
FCZ 1 (Avail Cash)	\$ 3,554,662	\$ 4,908,369	\$ 5,728,548	\$ 5,314,816	\$ 3,919,327	\$ 5,262,798	\$ 6,615,208	\$ 7,848,914	\$ 9,038,369	\$ 9,122,121
Revenue	\$ 2,163,995	\$ 2,320,005	\$ 2,521,178	\$ 2,667,145	\$ 2,879,299	\$ 2,994,471	\$ 3,114,250	\$ 3,238,820	\$ 3,368,373	\$ 3,503,107
Investments				\$ 2,000,000	\$ 5,000,000	\$ 6,000,000	\$ 7,000,000	\$ 8,000,000	\$ 9,000,000	\$ 10,000,000
Expenditures	\$ 889,022	\$ 1,202,252	\$ 1,595,961	\$ 1,152,859	\$ 1,285,329	\$ 1,651,000	\$ 1,761,840	\$ 2,005,114	\$ 2,178,918	\$ 3,419,355

FLOOD CONTROL ZONE 3B – Walnut Creek

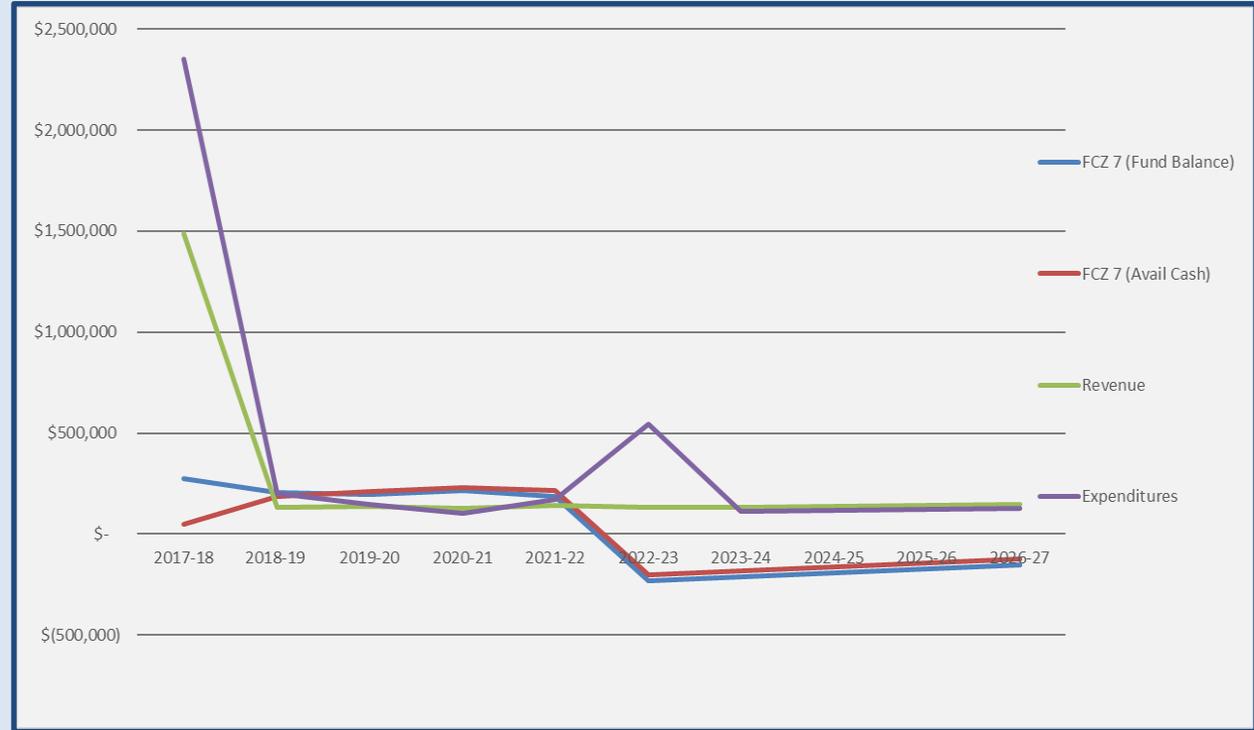
- Anticipated **Fund Balance** decline due to Major Project Expenditures, including Walnut Creek and Grayson Creek Desilt, but will rebound as major projects are completed.
- FCZ 3B experienced a decline in **Available Cash** FY 2020-21 mostly due to Lower Walnut Creek. Future additional investments will contribute to a decline.
- Anticipated 4% growth in **Revenue**.
- Initial **Expenditure** increases due to commitment on Major Projects. Anticipating continued Major Project Expenditures.
- **Revenue** and **Expenditures** grew in FY 2020-21 and FY 2021-22 because of grant funding and costs associated with the Lower Walnut Creek Restoration. Both Revenue and Expenditures are anticipated to decline as work on the LWC Restoration is finalized.



Entity	2017-18	2018-19	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27
FCZ 3B (Fund Balance)	\$ 30,044,931	\$ 33,659,570	\$ 36,314,721	\$ 35,973,327	\$ 36,191,516	\$ 33,976,244	\$ 31,051,403	\$ 32,498,210	\$ 35,583,288	\$ 37,409,370
FCZ 3B (Avail Cash)	\$ 7,914,718	\$ 12,273,950	\$ 14,902,165	\$ 16,531,540	\$ 15,464,745	\$ 13,976,244	\$ 11,051,403	\$ 7,498,210	\$ 5,583,288	\$ 7,409,370
Revenue	\$ 6,192,887	\$ 7,843,341	\$ 6,832,085	\$ 7,587,979	\$ 13,048,538	\$ 7,891,498	\$ 8,207,158	\$ 8,535,444	\$ 8,876,862	\$ 9,231,937
Investments	\$ 20,000,000	\$ 20,000,000	\$ 20,000,000	\$ 20,000,000	\$ 20,000,000	\$ 20,000,000	\$ 20,000,000	\$ 25,000,000	\$ 30,000,000	\$ 30,000,000
Expenditures	\$ 3,293,347	\$ 4,231,703	\$ 4,176,934	\$ 7,929,372	\$ 12,830,349	\$ 9,380,000	\$ 11,131,998	\$ 12,088,638	\$ 10,791,784	\$ 7,405,855

FLOOD CONTROL ZONE 7

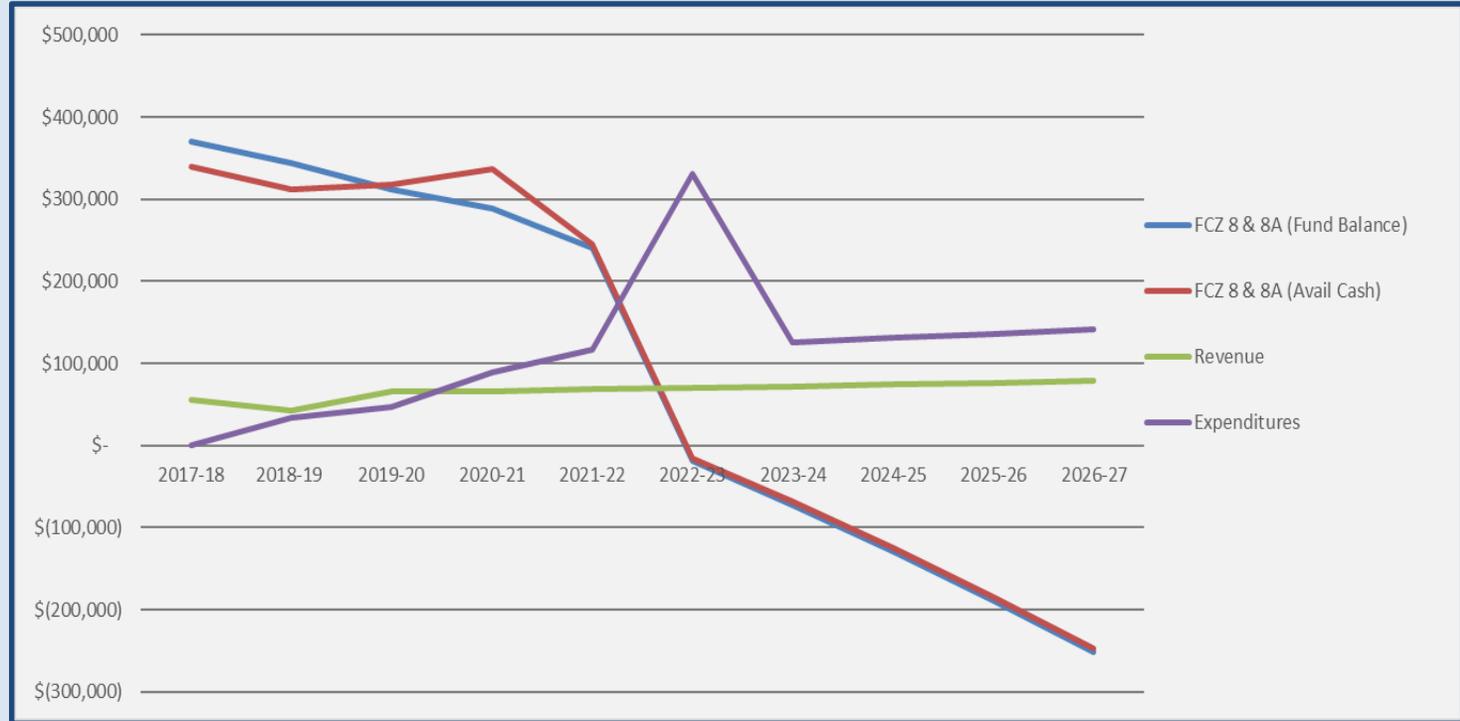
- FCD 7 **Fund Balance** has been declining due to expenditures exceeding revenue.
- **Fund Balance** and **Available Cash** are anticipated to go negative due to anticipated expenditures for FY 2022-23.
 - \$290,000 is budgeted towards Wildcat Basin Desilt Project
 - Fund 7505-6F8903 will backfill those funds
- FCZ 7 received revenue from 7505 to cover expenditures for San Pablo and Wildcat Creek Levees Remediation in FY 2017-18.
- **Revenue** is anticipated to exceed **Expenditures** from FY 2023-24 onward, which should slowly restore the Fund Balance and Available Cash.



Entity	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
FCZ 7 (Fund Balance)	\$ 272,370	\$ 205,192	\$ 194,435	\$ 216,114	\$ 185,080	\$ (231,543)	\$ (211,221)	\$ (191,683)	\$ (173,005)	\$ (155,268)
FCZ 7 (Avail Cash)	\$ 46,229	\$ 187,727	\$ 208,823	\$ 231,428	\$ 215,797	\$ (200,826)	\$ (180,504)	\$ (160,966)	\$ (142,288)	\$ (124,551)
Revenue	\$ 1,485,873	\$ 132,510	\$ 137,481	\$ 125,950	\$ 139,940	\$ 129,477	\$ 133,102	\$ 136,829	\$ 140,660	\$ 144,598
Expenditures	\$ 2,352,220	\$ 199,688	\$ 148,597	\$ 104,271	\$ 170,974	\$ 546,100	\$ 112,779	\$ 117,291	\$ 121,982	\$ 126,862

FLOOD CONTROL ZONE 8 and 8A

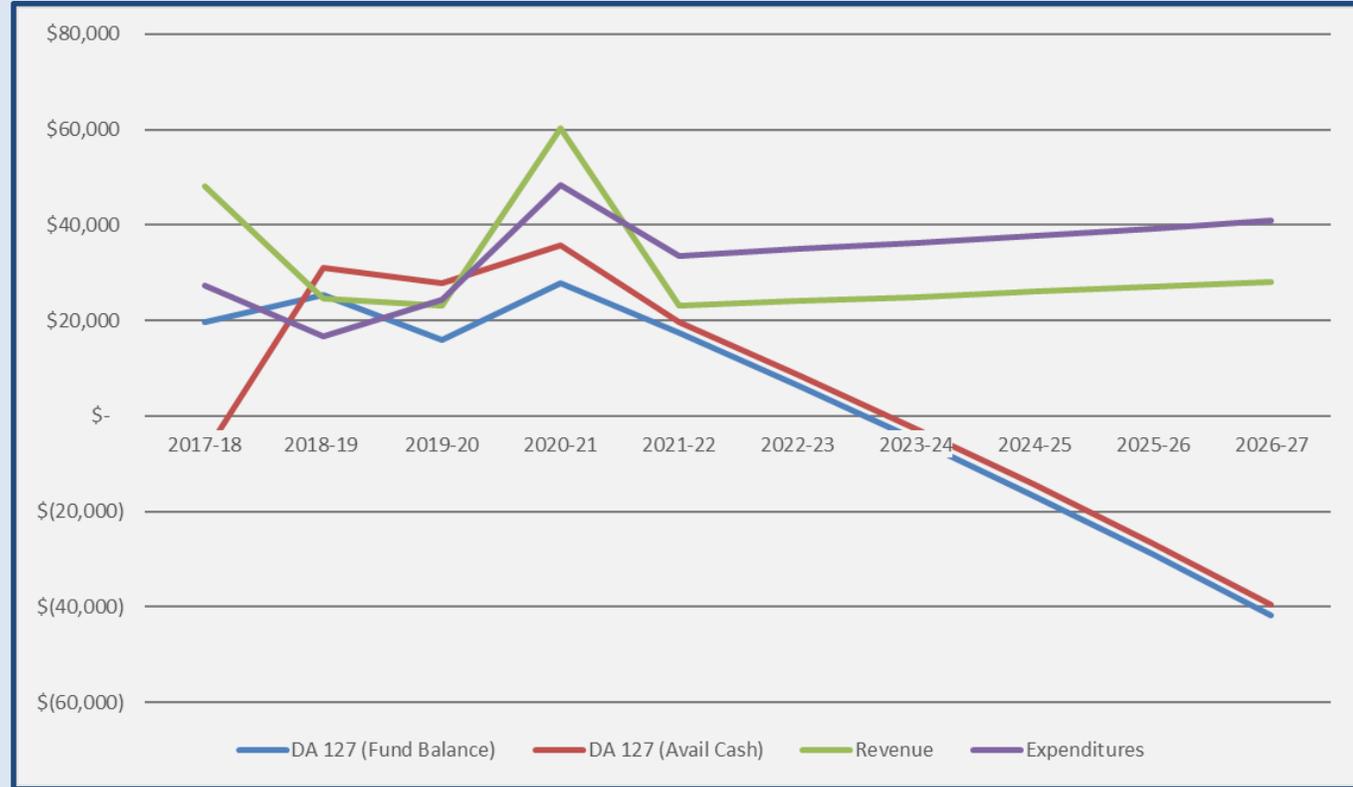
- **Expenditures** have exceeded **Revenue** for the current FY.
 - Expenditures began exceeding revenue if FY 2020-21.
- The **Fund Balance** and **Available Cash** will go negative during FY 2022-23 as a result of Rodeo Creek Storm Damage Repair with estimated expenses of \$210,000
- FCD fund 7505-6F8903 will backfill those funds



	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
FCZ 8 & 8A (Fund Balance)	\$ 370,194	\$ 343,630	\$ 311,747	\$ 288,967	\$ 241,167	\$ (19,365)	\$ (72,760)	\$ (129,157)	\$ (188,701)	\$ (251,541)
FCZ 8 & 8A (Avail Cash)	\$ 340,117	\$ 312,300	\$ 317,712	\$ 336,212	\$ 245,244	\$ (15,288)	\$ (68,683)	\$ (125,081)	\$ (184,624)	\$ (247,464)
Revenue	\$ 56,192	\$ 43,022	\$ 65,202	\$ 66,352	\$ 68,281	\$ 70,193	\$ 72,158	\$ 74,178	\$ 76,255	\$ 78,390
Expenditures	\$ -	\$ 33,469	\$ 46,731	\$ 89,131	\$ 116,081	\$ 330,724	\$ 125,553	\$ 130,575	\$ 135,799	\$ 141,230

DRAINAGE AREA 127

- **Expenditures** exceeded **Revenue** for FY 2021-22, and expenditures are projected to continue exceeding revenue.
- As a result, both the **Fund Balance** and **Available Cash** will go negative in the next two years if expenditures are not reduced or if revenue does not increase.
- FCD fund 7505-6F8903 will backfill those funds



Entity	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
DA 127 (Fund Balance)	\$ 19,640	\$ 25,305	\$ 15,924	\$ 27,866	\$ 17,370	\$ 6,454	\$ (4,898)	\$ (16,704)	\$ (28,983)	\$ (41,753)
DA 127 (Avail Cash)	\$ (7,720)	\$ 30,933	\$ 27,952	\$ 35,688	\$ 19,682	\$ 8,767	\$ (2,586)	\$ (14,392)	\$ (26,671)	\$ (39,441)
Revenue	\$ 48,225	\$ 24,512	\$ 23,090	\$ 60,366	\$ 23,096	\$ 24,020	\$ 24,981	\$ 25,980	\$ 27,019	\$ 28,100
Expenditures	\$ 27,415	\$ 16,632	\$ 24,432	\$ 48,424	\$ 33,592	\$ 34,936	\$ 36,333	\$ 37,787	\$ 39,298	\$ 40,870

FLOOD CONTROL ZONE 2, 6A and 9

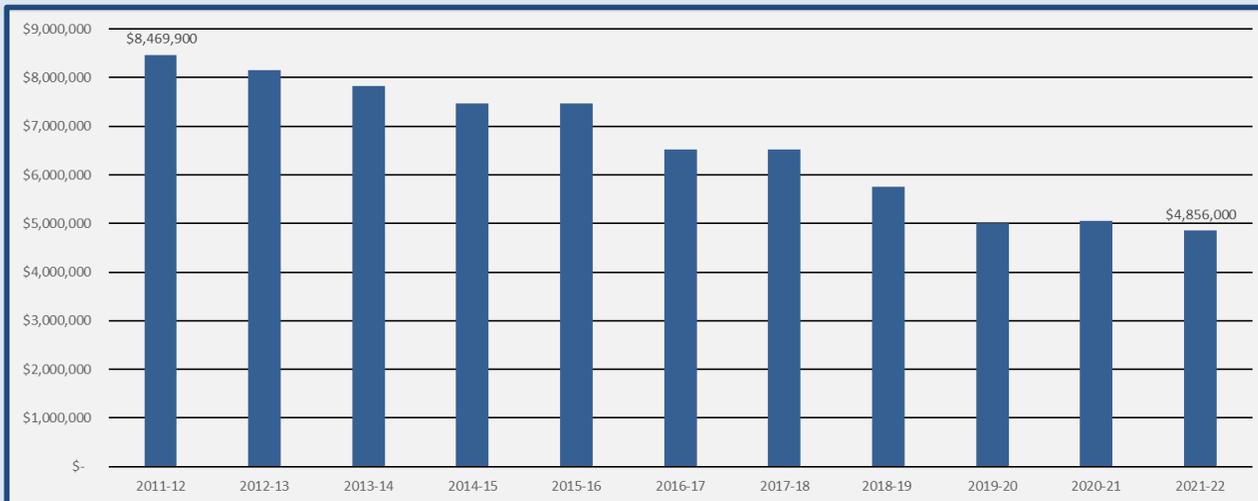
- FCZ's 2, 6A and 9 do not generate any revenue. Instead, their expenses are funded by the Flood Control District 7505-6F8903
- FCZ 9 currently has \$1.94M in loans through the Revolving Fund Loan program, which is being periodically paid down by 7505
 - \$1.8M owed to the FCD
 - \$140,000 owed to FCZ3B
- FCZ 9 has planned Storm Damage Repair with estimated expenses of \$300,000 for FY 2022-23
- Below is fund information for FY 2021-22

	FCZ 2	FCZ 6A	FCZ 9
Fund Balance	\$ 564	\$ 17,133	\$ 24,743
Avail Cash	\$ 491	\$ 17,317	\$ 22,297
Revenue	\$ 3,006	\$ 14,723	\$ 38,913
Expenditures	\$ 3,006	\$ 14,935	\$ 37,690
Funding Source	FCD	FCD	FCD

REVOLVING FUND LOANS

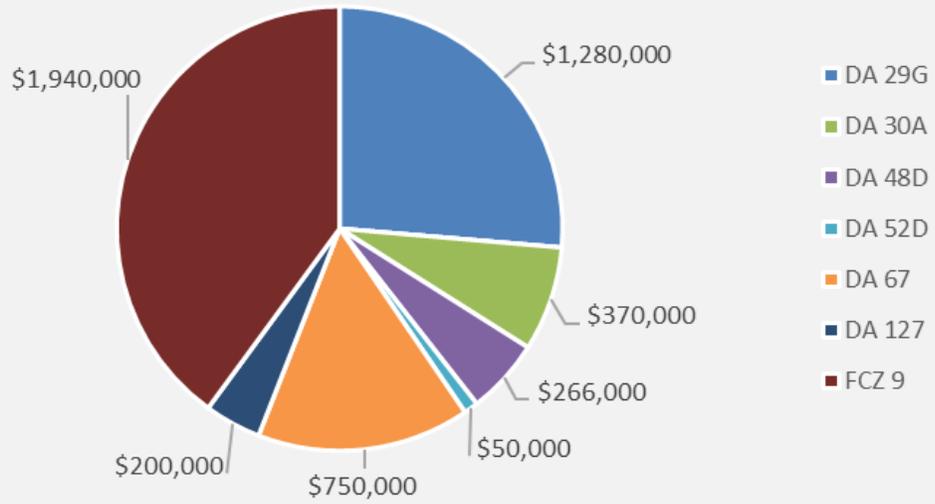
- Revolving Fund Loan balances are down \$190,000, or roughly 3.8% from FY 2020-21 to FY 2021-22.
 - The result of DA 29H loan fulfillment to FCZ 3B.
- Revolving Fund Loan balances are down \$3,613,900, or roughly 43% over the last ten years from FY 2011-12 to FY 2021-22.

Ending Loan Balances		
Entity	6/30/22	6/30/21
DA 29G	\$ 1,280,000	\$ 1,280,000
DA 29H	\$ -	\$ 190,000
DA 30A	\$ 370,000	\$ 370,000
DA 48D	\$ 266,000	\$ 266,000
DA 52D	\$ 50,000	\$ 50,000
DA 67	\$ 750,000	\$ 750,000
DA 127	\$ 200,000	\$ 200,000
FCZ 9	\$ 1,940,000	\$ 1,940,000
	\$ 4,856,000	\$ 5,046,000

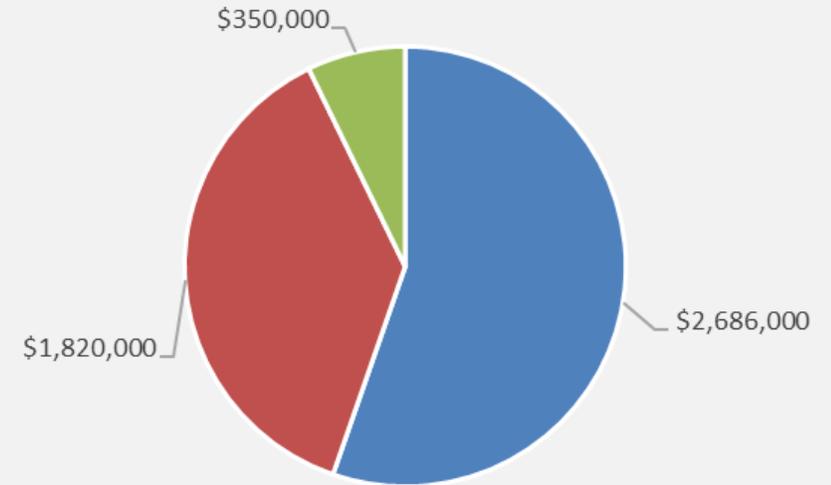


Ending Deposit Balances		
Entity	6/30/2022	6/30/2021
FCD	\$ 2,686,000	\$ 2,686,000
FCZ 3B	\$ 1,820,000	\$ 2,010,000
DA 56	\$ 350,000	\$ 350,000
	\$ 4,856,000	\$ 5,046,000

Loan Balances



Deposit Balances



INVESTMENTS

- The District had \$75M invested during FY 2021-22 with revenue from investments totaling \$68,063 or a return on investment of roughly 0.1%.
- Investment contributions have increased an additional \$15M to \$90M for FY 2022-23.
- Investment contributions have increased 100% over five years from FY 2016-17 to FY 2021-22.
- From FY 2009-10 thru FY 2017-18 investment contributions were somewhat level. Contributions began increasing dramatically in FY 2017-18 as a result of unfilled staffing.

FY	Investment
2004-05	\$ 23,894,000
2005-06	\$ 27,828,000
2006-07	\$ 32,923,000
2007-08	\$ 36,550,000
2008-09	\$ 9,920,000
2009-10	\$ 42,545,000
2010-11	\$ 51,805,000
2011-12	\$ 40,375,000
2012-13	\$ 45,475,000
2013-14	\$ 45,420,000
2014-15	\$ 43,250,000
2015-16	\$ 43,225,000
2016-17	\$ 37,000,000
2017-18	\$ 46,500,000
2018-19	\$ 53,200,000
2019-20	\$ 54,500,000
2020-21	\$ 65,350,000
2021-22	\$ 75,000,000
2022-23	\$ 90,000,000

Entity	Invested	Revenue
DA 10	\$ 6,000,000	\$ 5,445
DA 101A	\$ 900,000	\$ 817
DA 13	\$ 5,000,000	\$ 4,538
DA 130	\$ 5,000,000	\$ 4,538
DA 16	\$ 1,800,000	\$ 1,634
DA 29C	\$ 250,000	\$ 227
DA 29H	\$ 1,000,000	\$ 908
DA 30B	\$ 1,000,000	\$ 908
DA 30C	\$ 2,300,000	\$ 2,087
DA 33A	\$ 200,000	\$ 182
DA 40A	\$ 600,000	\$ 545
DA 44B	\$ 350,000	\$ 318
DA 46	\$ 1,500,000	\$ 1,361
DA 47	\$ 200,000	\$ 182
DA 48C	\$ 600,000	\$ 545
DA 52A	\$ 500,000	\$ 454
DA 52C	\$ 3,500,000	\$ 3,176
DA 56	\$ 8,500,000	\$ 7,714
DA 62	\$ 200,000	\$ 182
DA 73	\$ 200,000	\$ 182
DA 76	\$ 300,000	\$ 272
DA 9	\$ 250,000	\$ 227
DABA 1010	\$ 1,000,000	\$ 908
DABA 1010A	\$ 200,000	\$ 182
DABA 67A	\$ 400,000	\$ 363
DABA 76A	\$ 300,000	\$ 272
DABA 910	\$ 150,000	\$ 136
DRNGE DEFICIENCY	\$ 2,400,000	\$ 2,178
FCD	\$ 5,000,000	\$ 4,538
FCZ 1	\$ 5,000,000	\$ 4,538
FCZ 3B	\$ 20,000,000	\$ 18,150
SERV AREA D-2 W C	\$ 400,000	\$ 363
	\$ 75,000,000	\$ 68,063

FUNDS WITH LOW BALANCES

- There are 16 entities with Low Fund Balances of less than \$50,000.
 - 5 of these entities receiving participants in the Revolving Fund Loan program.
 - 3 are FC Zones, where expenses exceed revenue.
 - Are these backfilled by 7505-6F8903?

Entity	Fund Balance
FCZ 2	\$ 564
FCZ 6A	\$ 17,133
FCZ 9*	\$ 24,743
DA 37A	\$ 5,540
DA 67*	\$ 42,183
DA 72	\$ 46,386
DA 78	\$ 30,454
DA 29E	\$ 35,496
DA 290	\$ 32,863
DA 127*	\$ 17,370
DA 48D*	\$ 19,467
DA 52D*	\$ 26,718
DA 87	\$ 46,554
DA 88	\$ 20,891
SDZ 19	\$ 1,859
DA 109	\$ 21,118

* Participating in Revolving Fund Loan program

*There is a 17th entity – CFD 2007-1 SW” with a Fund Balance of \$34,797.08

REIMBURSEMENT AGREEMENTS

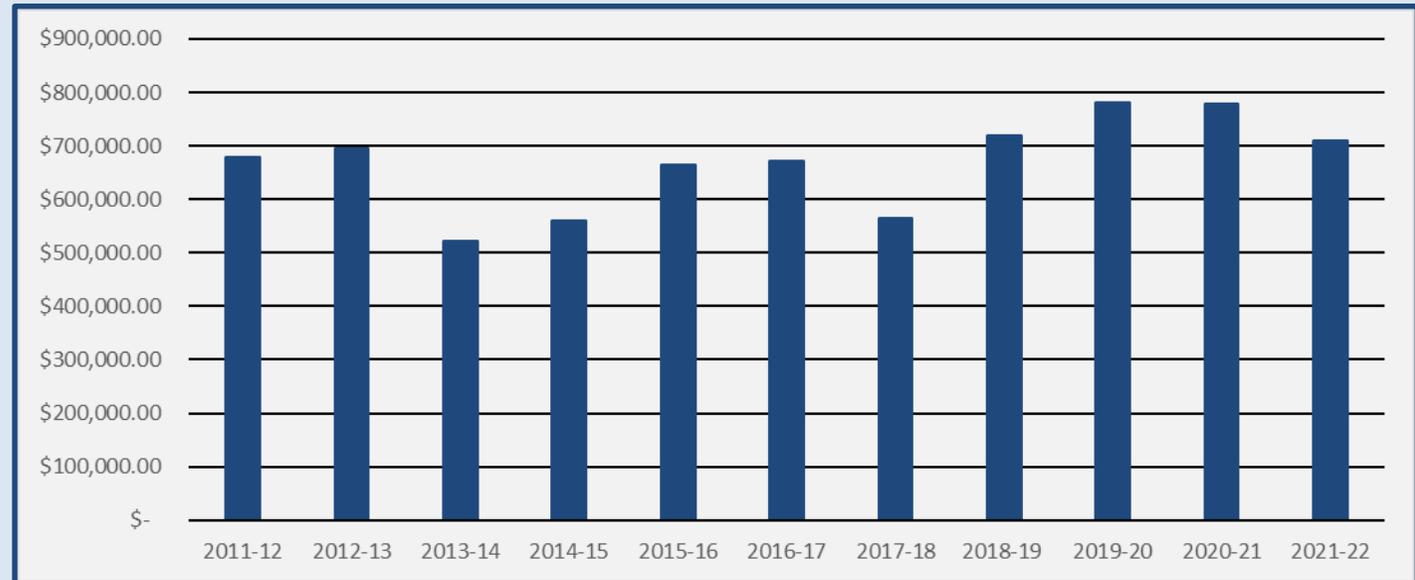
- 5 current Reimbursement Agreements
 - Final payment to Bridgehead Center for \$25,187.00 was made 10/1/2021.
- Final payment to Bridgehead Center was the only payment activity for FY 2021-22.
- 3 Reimbursement Agreements that are greater than 20 years...
 - how to remove from books?

Entity	Developer	Outstanding
DA 30A	Bernard, Robert & Dorothy	\$ 49,824.00
DA 30A	Claremont Homes	\$ 77,446.83
DA 30A	HPH Homebuilders	\$ 108,607.32
DA 29G	Bridgehead Center	\$ -
DA 57	O'Brian at Pacheco	\$ 1,261,040.00
DA 48B	William Lyons Homes	\$ 3,117,923.91
	Total	\$ 4,614,842.06

0330 COUNTYWIDE DRAINAGE MAINTENANCE

- Drainage Maintenance for FY 2019-20 was nearly \$700,000
- Improvement on spending compared to last year – Drainage Maintenance Expenses were up \$35,000 or roughly 5%.
- Either spend it or return it to CAO, so plan to exceed it. FCD 7505-6F8903 backfills if allotment is exceeded.

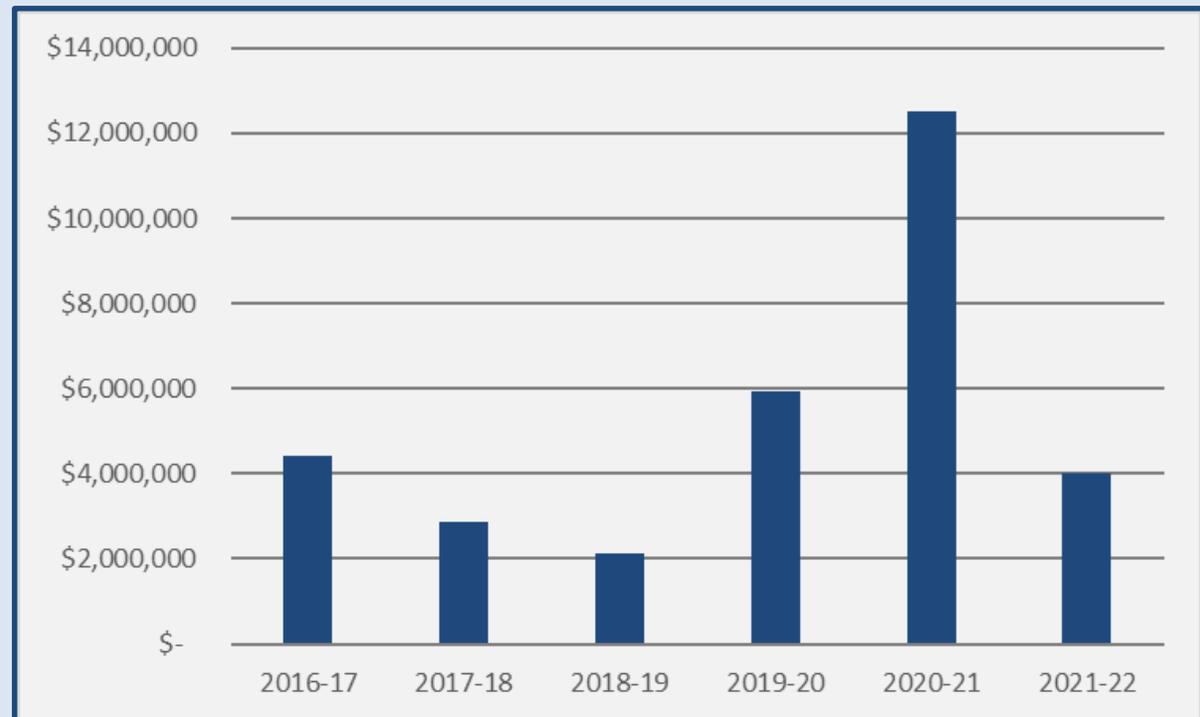
FY	Expenditures
2011-12	\$ 678,476
2012-13	\$ 695,952
2013-14	\$ 522,587
2014-15	\$ 561,074
2015-16	\$ 665,513
2016-17	\$ 671,070
2017-18	\$ 565,121
2018-19	\$ 719,544
2019-20	\$ 780,473
2020-21	\$ 779,390
2021-22	\$ 709,276



DA FEES

- Drainage Area Fees totaled \$4,029,586 for FY 2021-22.
- California SB9, also known as the California Housing Opportunity and More Efficiency (HOME) allows for up to four units to be built on a single-family lot.
 - Evaluate fee structure to determine how this change can be accommodated.

FY	DA Fees Collected
2016-17	\$ 4,410,314
2017-18	\$ 2,863,027
2018-19	\$ 2,135,540
2019-20	\$ 5,942,680
2020-21	\$ 12,500,000
2021-22	\$ 4,029,586



Conclusions

- Overall increase in revenue
- Overall increase in fund balances
- Overall increase in investments
- Caused by staff vacancies and lack of vacancies

Action Items

- Calculate outstanding interest balances for RFL's that have paid principle to zero
- Pay off those RFL's
- Prepare spending plan to present to Deputies

Flood Control / Drainage / Stormwater Funding



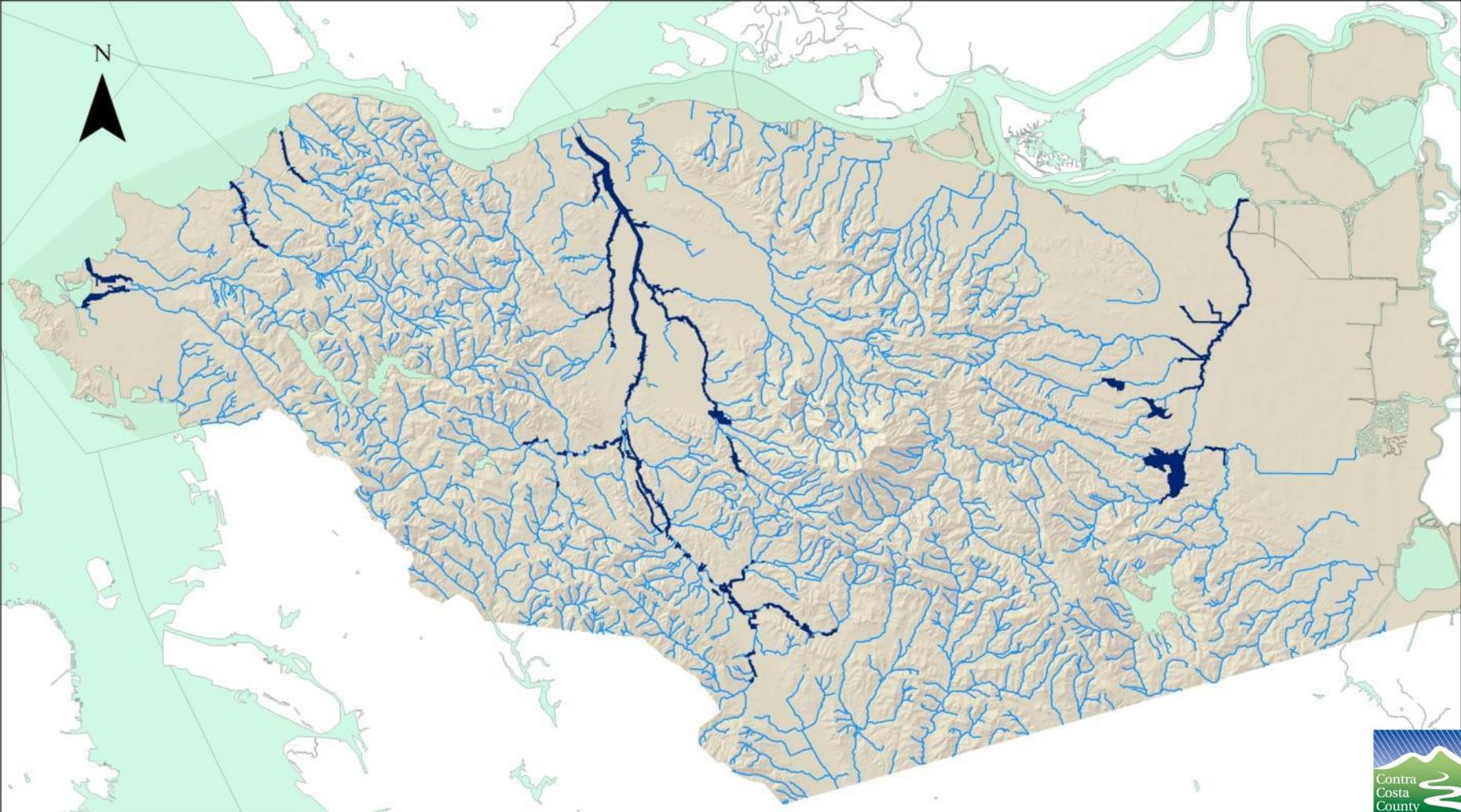
Contra Costa County
Flood Control
& Water Conservation District

City of Concord
July 10, 2018

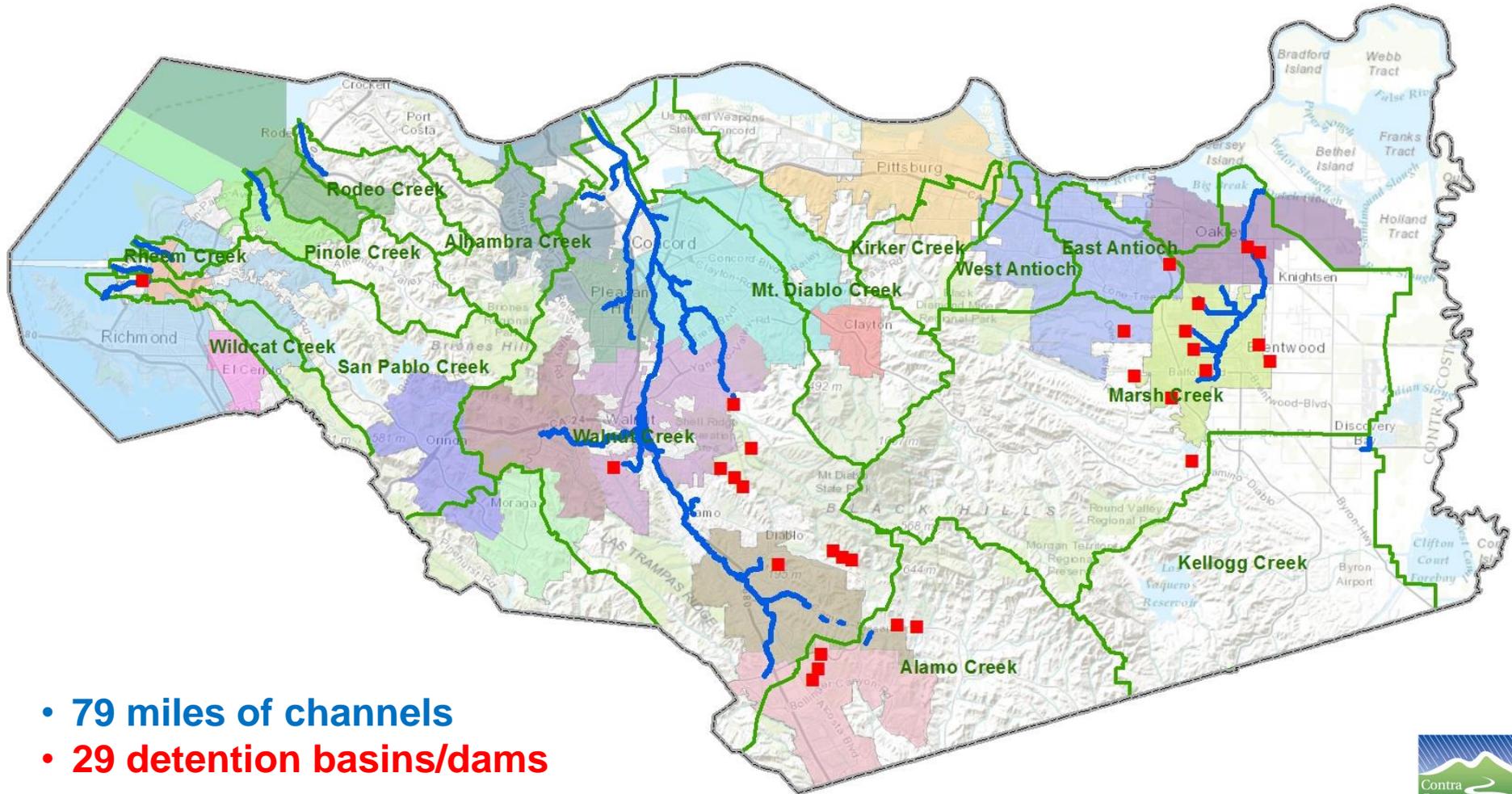


Pine Creek Flooding, Concord 1958

County Creeks vs. Flood Control Infrastructure

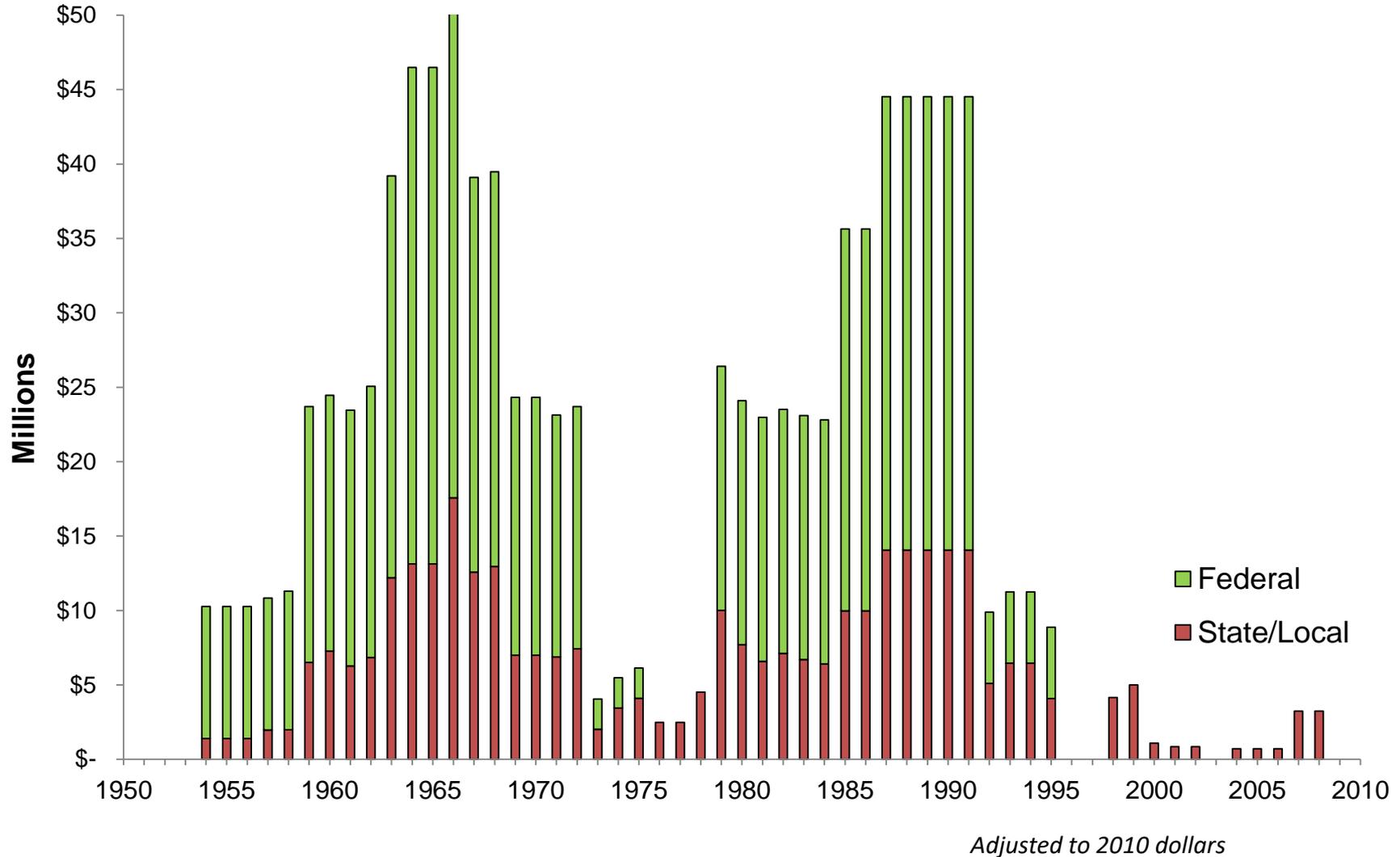


Flood Control Infrastructure



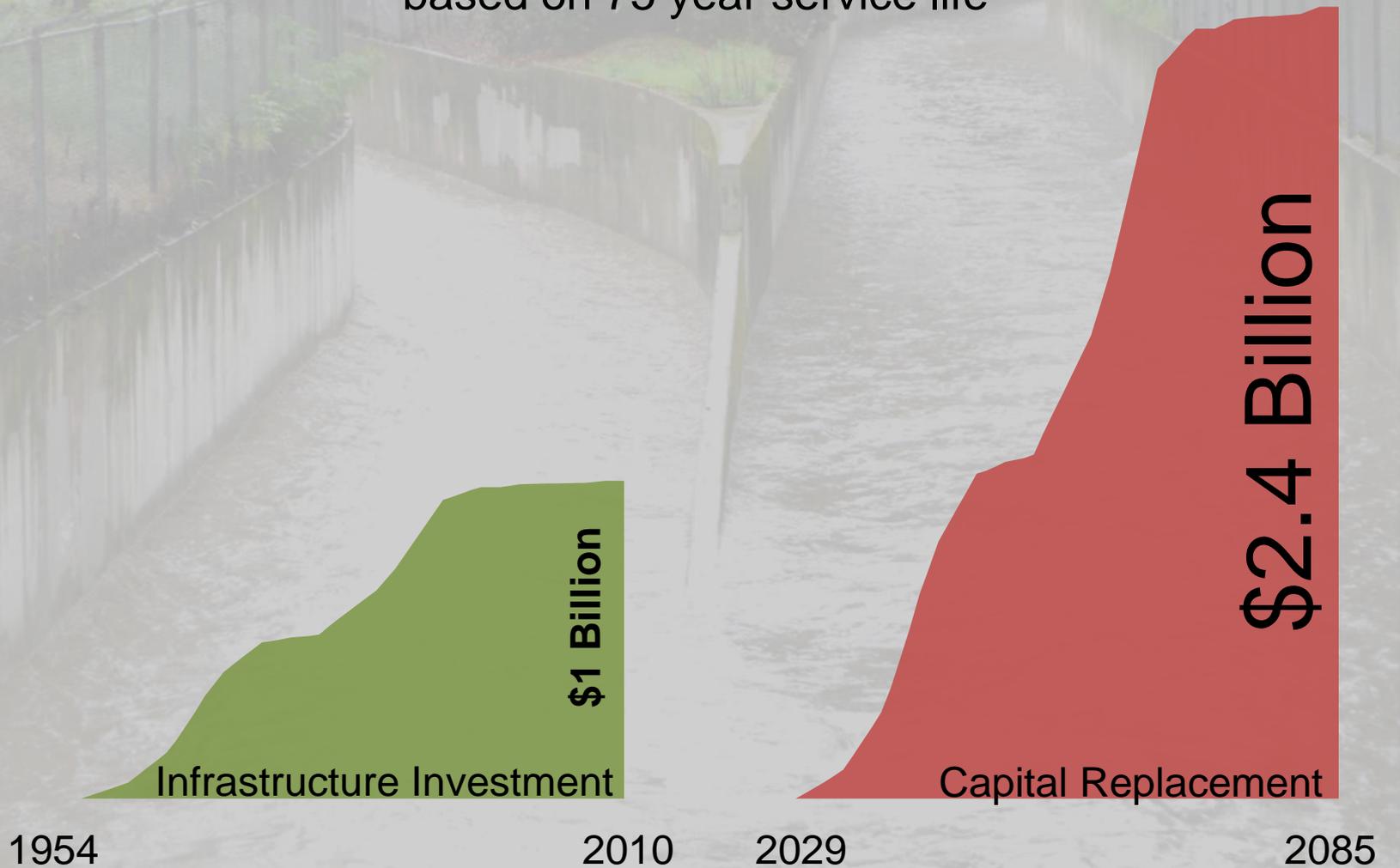
- 79 miles of channels
- 29 detention basins/dams

\$1 Billion Investment 1951 - 2010

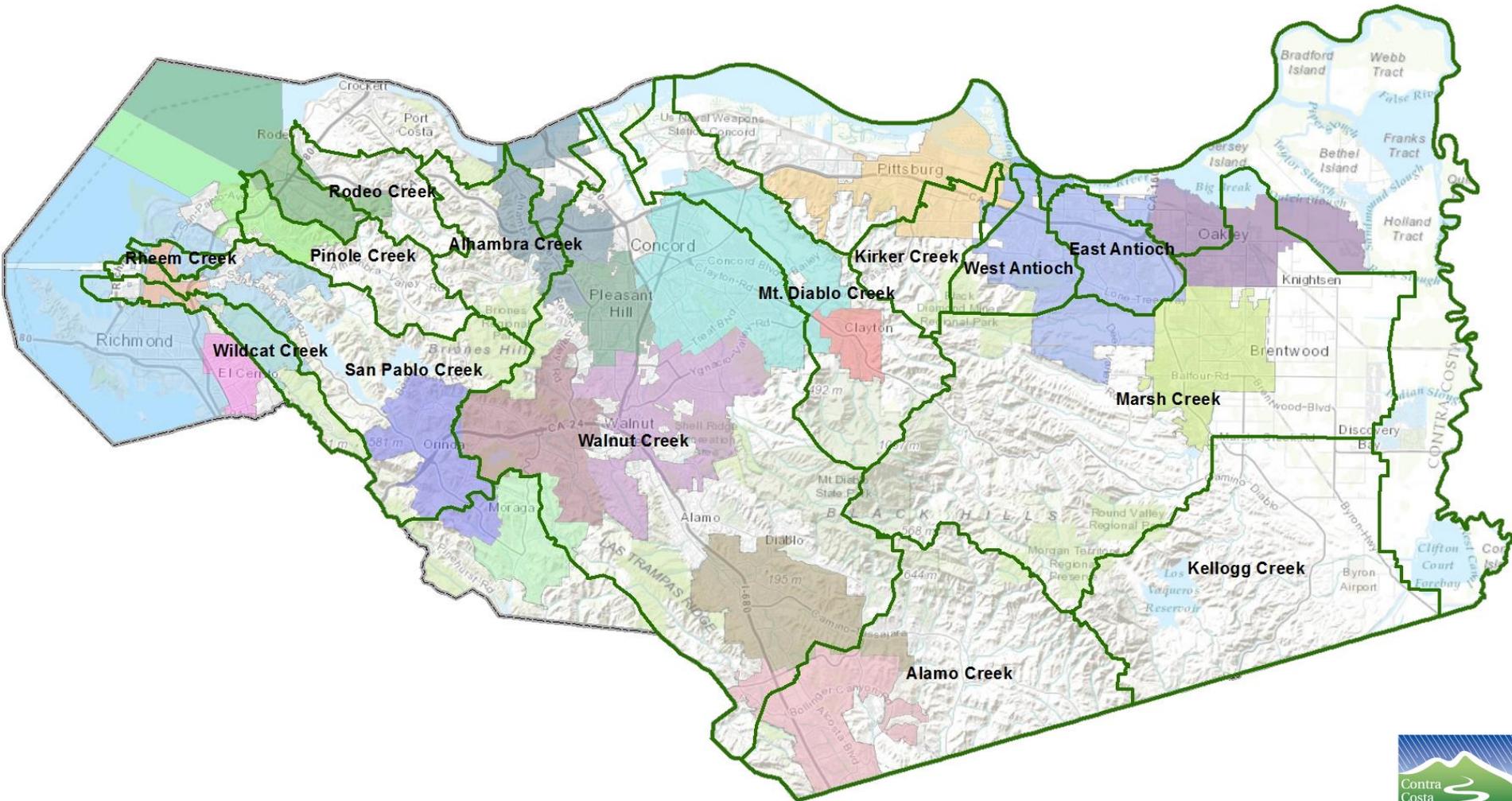


Infrastructure Replacement Need

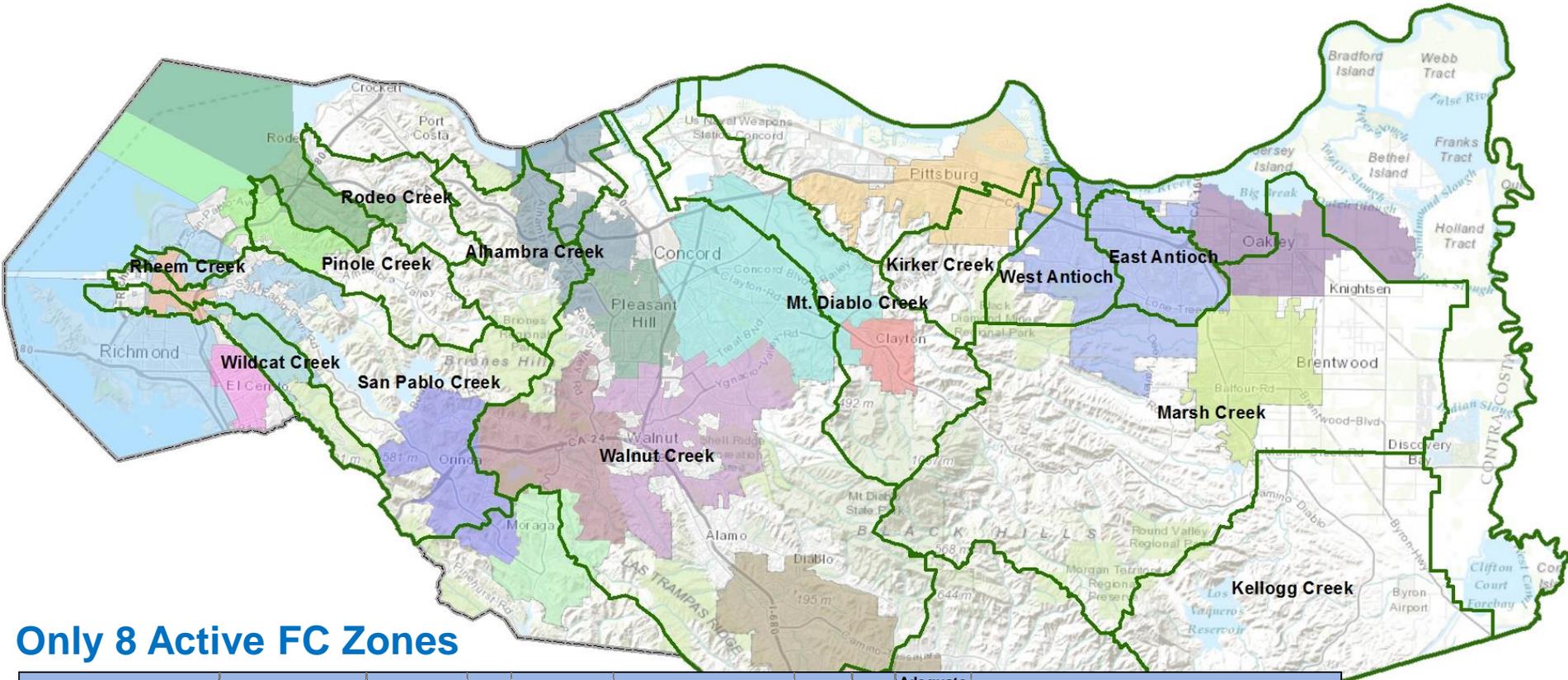
based on 75 year service life



14 Formed Flood Control Zones



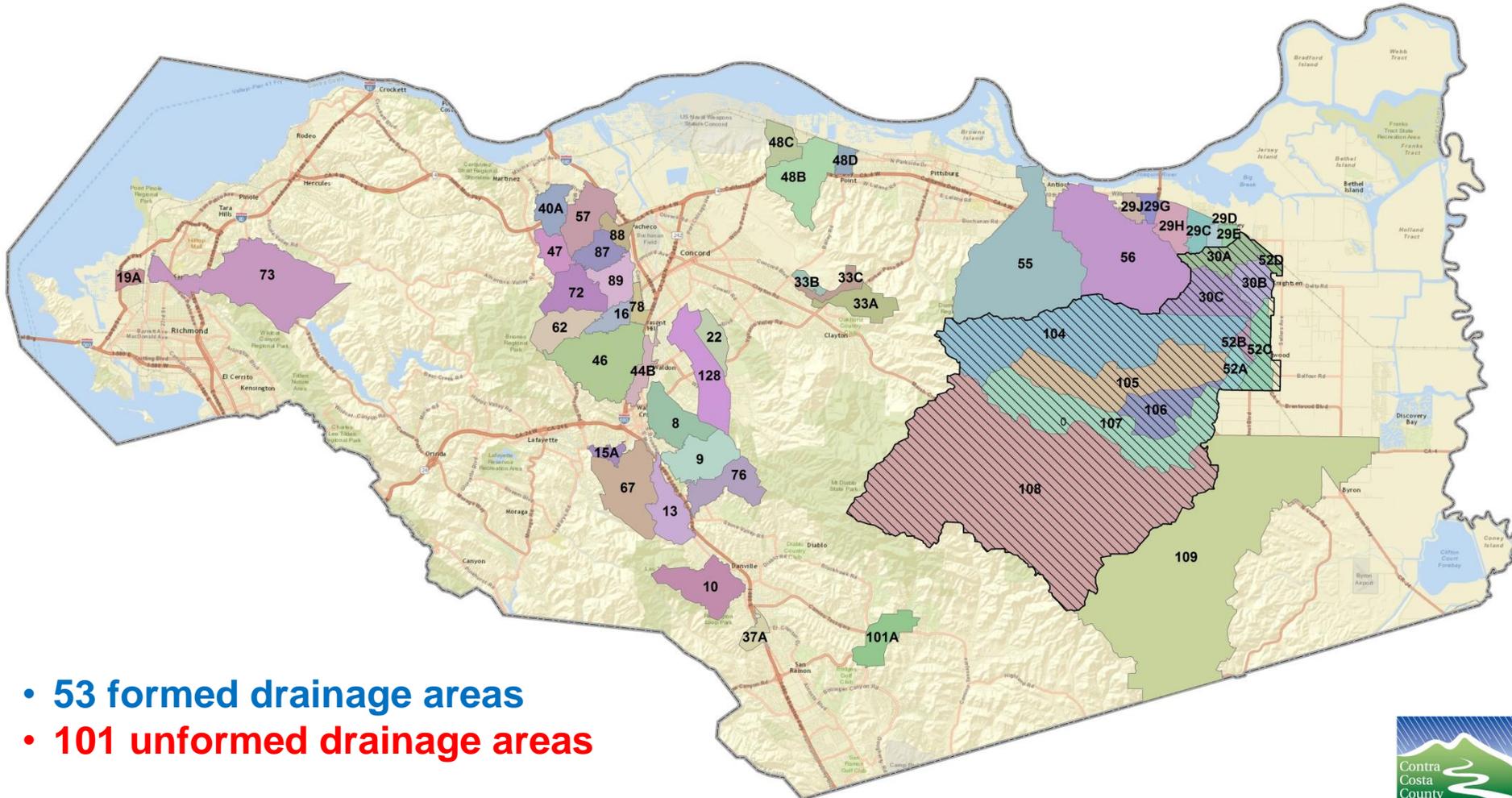
14 Formed Flood Control Zones



Only 8 Active FC Zones

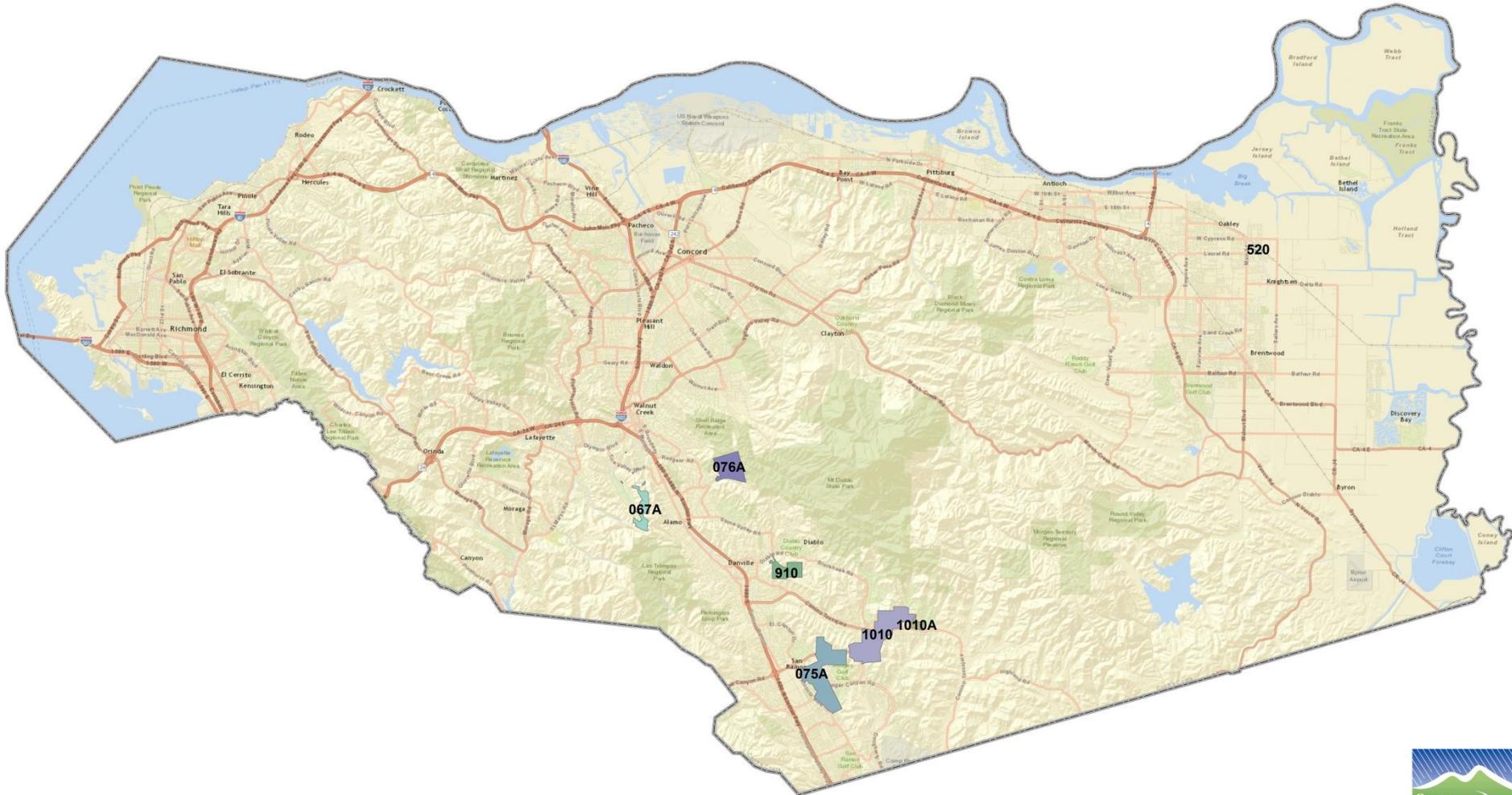
Funding Entity Name	Watershed Name	Abbreviation	Fund	Tax Source	Tax Designation	Capital	Mtce	Adequate for Mtce	Comments:
Flood Control Zone 1	Marsh Creek	FCZ 1	7521	Portion of 1%	FLOOD CONTROL Z-1	Y	Y	Y	Extra revenue can be used for capital.
Flood Control Zone 2	Kellogg Creek	FCZ 2	7522	Portion of 1%	none collected	Y	Y	N	Small cash balance. Maintenance funded by SUA 17.
Flood Control Zone 3B	Walnut Creek	FCZ 3B	7520	Portion of 1%	FLOOD CONTROL Z-3B	Y	Y	Y	Extra revenue can be used for capital.
Flood Control Zone 6 and 6A	San Pablo Creek	FCZ 6&6A	7526	Portion of 1%	none collected	Y	Y	N	Small cash balance. Maintenance funded by SUA 17
Flood Control Zone 7	Wildcat Creek	FCZ 7	7527	Portion of 1%	FLOOD CONTROL Z-7	Y	Y	N	Small cash balance. Maintenance funded by SUA 17
Flood Control Zone 8	Lower Rodeo Creek	FCZ 8	7530	Portion of 1%	FLOOD CONTROL Z-8	Y	Y	N	Small cash balance. Maintenance funded by SUA 17
Flood Control Zone 8A	Upper Rodeo Creek	FCZ 8A	7531	Portion of 1%	FLOOD CONTROL Z-8A	Y	Y	N	Small cash balance. Maintenance funded by SUA 17
Flood Control Zone 9	Pinole Creek	FCZ 9&9A	7532	Portion of 1%	none collected	Y	Y	N	No cash. Maintenance funded by loans from FCD.
Drainage Area 127	Rheim Creek	DA 127	7563	Portion of 1%	LOOD CONTRL D-127	Y	Y	N	No cash. Maintenance funded by loans from FCD.

Flood Control Drainage Areas

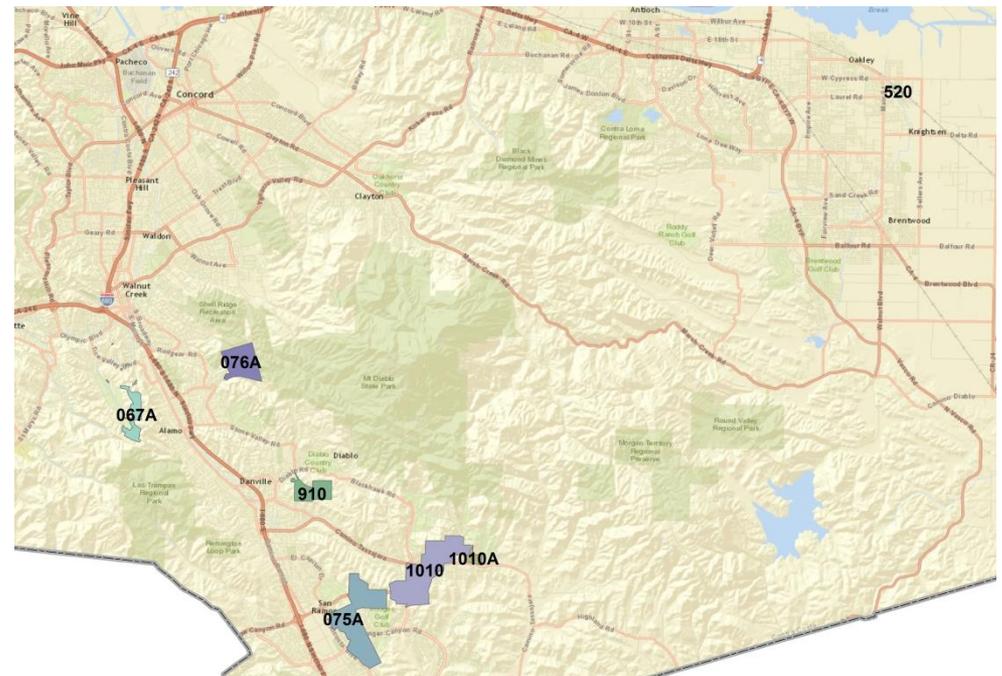


- 53 formed drainage areas
- 101 unformed drainage areas

7 Drainage Area Benefit Assessment Areas

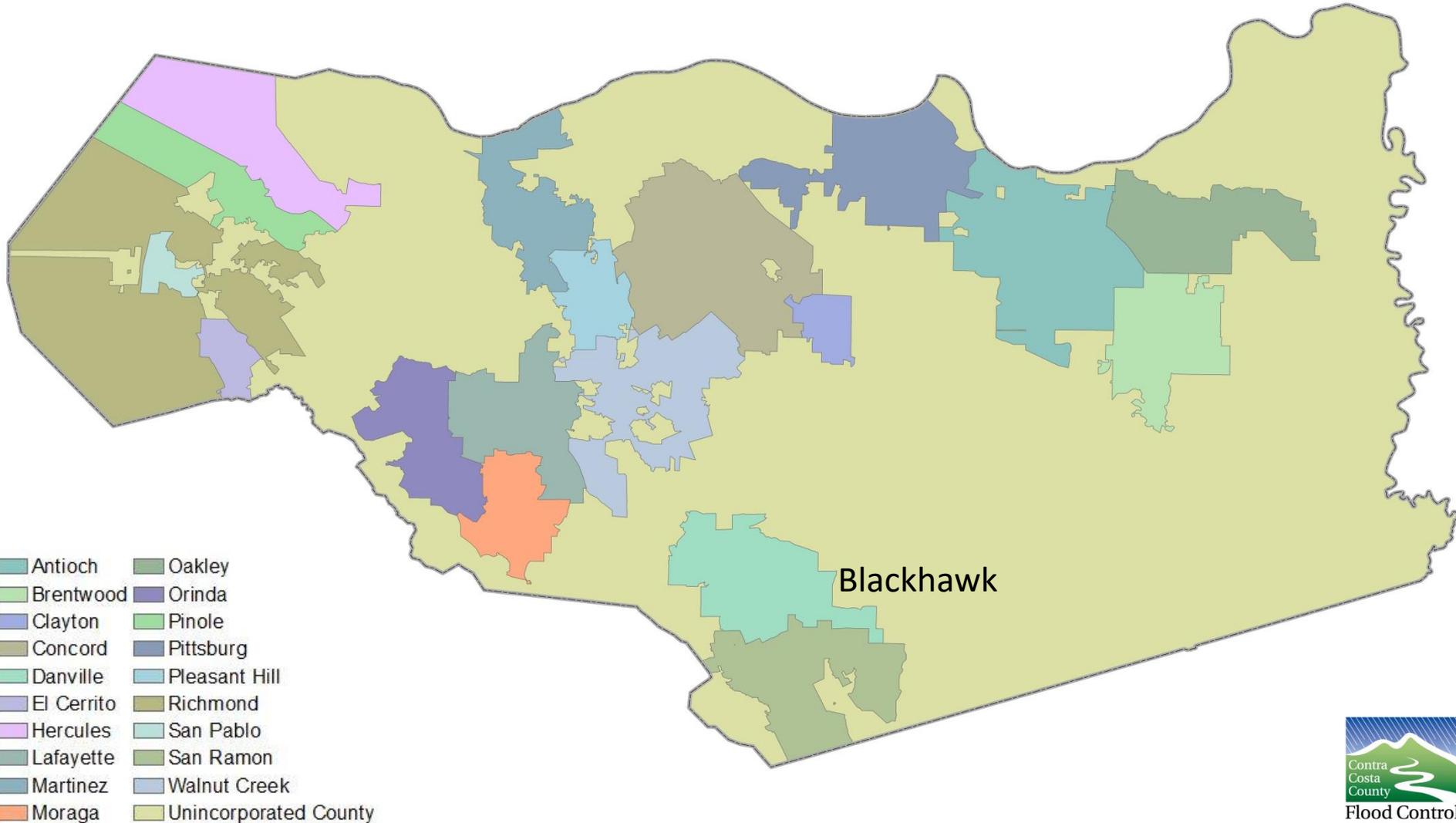


7 Drainage Area Benefit Assessment Areas

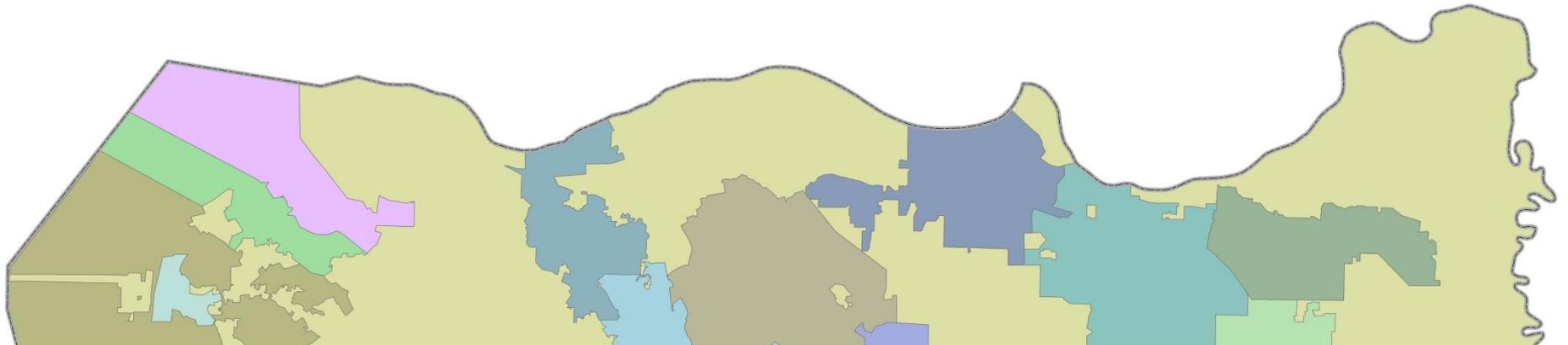


Funding Entity Name	Watershed Name	Abbreviation	Fund	Tax Source	Tax Designation	Capital	Mtce	Adequate for Mtce	Comments:
Drainage Area Benefit Assessment 67A	Upper Tice Creek Watershed	DABA 67A	7575	Assessment	CO DRAINAGE 67A	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 75A	Canyon Lakes Facilities	DABA 75A	7536	Assessment	CO DRAINAGE 75A	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 76A	Bogue Ranch Basins	DABA 76A	7576	Assessment	CO DRAINAGE 76A	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 520	East Oakley Basins	DABA 520	7577	Assessment	CO DRAINAGE 520-OAKLEY	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 910	Rassier Ranch Basin	DABA 910	7560	Assessment	CO DRAINAGE 910	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 1010	West Alamo Creek	DABA 1010	7580	Assessment	CO DRAINAGE 1010	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.
Drainage Area Benefit Assessment 1010A	Shadow Creek Basin	DABA 1010A	7582	Assessment	CO DRAINAGE 1010A	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.

2 County Drainage Maintenance Areas



2 County Drainage Maintenance Areas

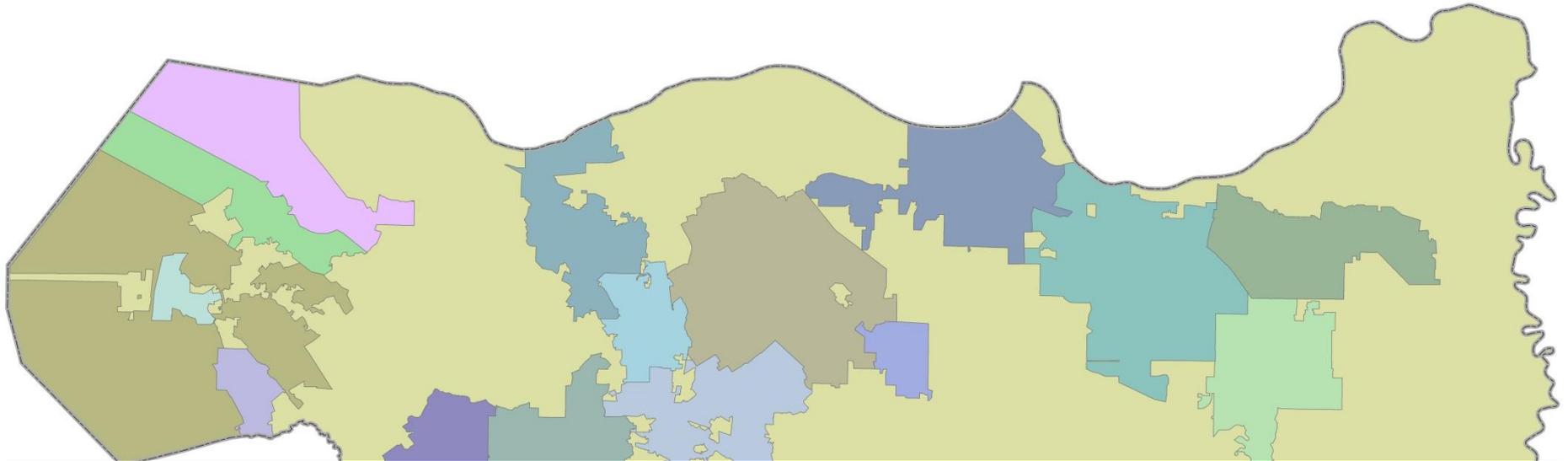


Funding Entity Name	Watershed Name	Abbreviation	Fund	Tax Source	Tax Designation	Capital	Mtce	Adequate for Mtce	Comments:
County-wide General Drainage Maintenance	Unincorporated County Watersheds	Co-wide	0330	Portion of 1%	COUNTY GENERAL	N	Y	N	Prior to 7/1/15 was funded only by SUA 17. Now supplemented by County GF.
County Service Area M-23	Blackhawk Facilities	CSA M-23	7496	Portion of 1%	CO SERV AREA M-23	N	Y	Y	Adequately funded. Able to increase annual assessments and maintain large emergency fund.



- Antioch
- Brentwood
- Clayton
- Concord
- Danville
- El Cerrito
- Hercules
- Lafayette
- Martinez
- Moraga
- Oakley
- Orinda
- Pinole
- Pittsburg
- Pleasant Hill
- Richmond
- San Pablo
- San Ramon
- Walnut Creek
- Unincorporated County

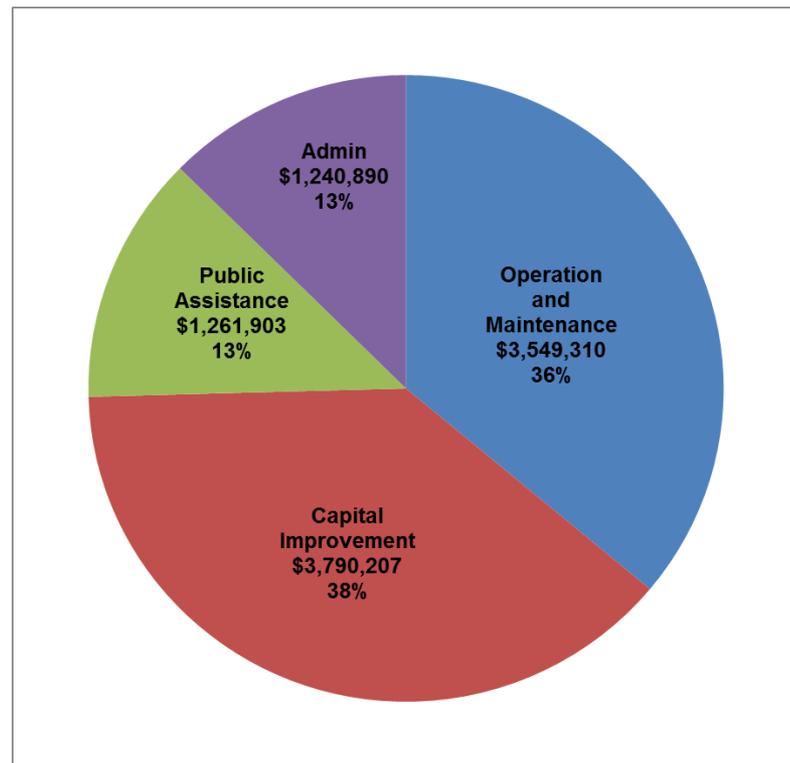
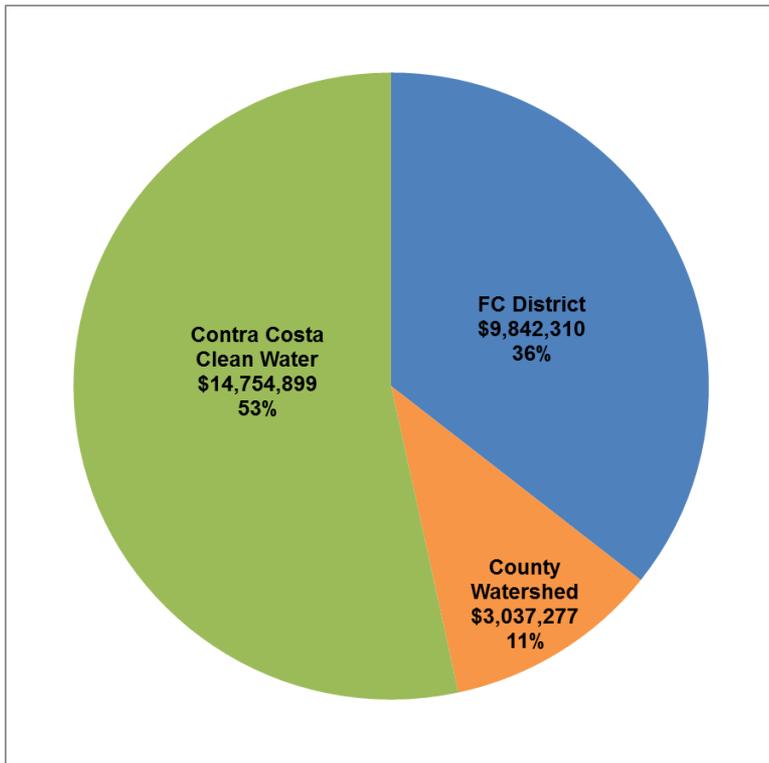
Flood Control District General Fund



Funding Entity Name	Watershed Name	Abbreviation	Fund	Tax Source	Tax Designation	Capital	Mtce	Adequate for Mtce	Comments:
Flood Control District	Contra Costa County	FCD	7505	Portion of 1%	C C FLOOD CONTROL	N	N	N/A	Public assistance, hydrology, administration, loans.

- Antioch
- Brentwood
- Clayton
- Concord
- Danville
- El Cerrito
- Hercules
- Lafayette
- Martinez
- Moraga
- Oakley
- Orinda
- Pinole
- Pittsburg
- Pleasant Hill
- Richmond
- San Pablo
- San Ramon
- Walnut Creek
- Unincorporated County

Flood Control Division Major Programs



Total: 27.6 M

Data from: FY 10-11 to FY 12-13 Averages of Annual Expenditures

Program Accounting

94 Funds

950 Work Orders

How We Are Funded



RUSSELL V. WATTS

CONTRA COSTA COUNTY TREASURER-TAX COLLECTOR
ROOM 100, 625 COURT STREET, MARTINEZ, CA 94553
TELEPHONE: (925) 957-5280 FAX: (925) 957-2898

2012-2013

FISCAL YEAR JULY 1, 2012 TO JUNE 30, 2013

SECURED PROPERTY TAX BILL

INTERNET COPY

PROPERTY ADDRESS

My boss's tax bill WALNUT CREEK CA

ASSESSEE AS OF JANUARY 1, 2012

MAILING ADDRESS

APN 179-132-004-5

ADDRESS INFORMATION NOT AVAILABLE ON LINE

ASSESSMENT INFORMATION

LAND	\$300,483
IMPROVEMENTS	\$454,464
PERSONAL PROP	\$0
GROSS VALUE	\$754,947
EXEMPTIONS	\$7,000

THE ACCURACY OF THIS BILL MAY BE AFFECTED BY
PENDING PAYMENTS AND CORRECTIONS

NET VALUE AS OF JAN 1, 2012 \$747,947

SPECIAL MESSAGES

PARCEL NUMBER	BILL NUMBER	CORTAC AGENCY	TAX RATE AREA	ISSUE DATE	TYPE
179-132-004-5 0	2012-181989		09001	09/07/2012	ORIGINAL

SPECIAL TAXES & ASSESSMENTS			
DESCRIPTION	CODE	INFORMATION	AMOUNT
MOSQUITO & VECTOR	DV	(925) 867-3400	\$4.74
EMERGENCY MED B	DY	(925) 646-4690	\$10.00
CCCSD SEWER CHG	GE	(925) 229-7115	\$371.00
WC SCHOOL PRCL TAX	HO	(800) 273-5167	\$82.00
FED STORMWATER A16	IS	(925) 313-2376	\$35.00
ACL MEAS G&A PCLTX	JF	(925) 280-3908	\$301.00
EASTBAY TRAILS LLD	KA	(800) 676-7516	\$5.44
TOTAL SPECIAL TAXES & ASSESSMENTS			\$809.18

AD VALOREM TAXES & ASSESSMENTS		
DESCRIPTION	RATE	AMOUNT
1%COUNTYWIDE TAX	1.0000	\$7,479.47
BART	0.0043	\$32.16
EAST BAY REG PK BD	0.0051	\$38.14
ACALANES BOND 97	0.0112	\$83.77
ACALANES BOND 88	0.0105	\$78.54
ACALANES BOND 2002	0.0116	\$86.76
WLNT CREEK BOND 95	0.0127	\$94.99
WC ELEM BOND 2002	0.0114	\$85.26
COMM COLL 2002 BND	0.0047	\$35.16
COMM COLL 2006 BND	0.0040	\$29.91
TOTAL AD VALOREM TAXES	1.0755	\$8,044.16
ADD: SPECIAL TAXES & ASSESSMENTS		\$809.18
DELINQUENT PENALTY		\$0.00
DELINQUENT COST		\$0.00
LESS: PAYMENTS RECEIVED		\$8,853.34
TOTAL AMOUNT DUE		\$0.00

PARCEL NUMBER	BILL NUMBER	CORTAC AGENCY	TAX RATE AREA	ISSUE DATE	TYPE
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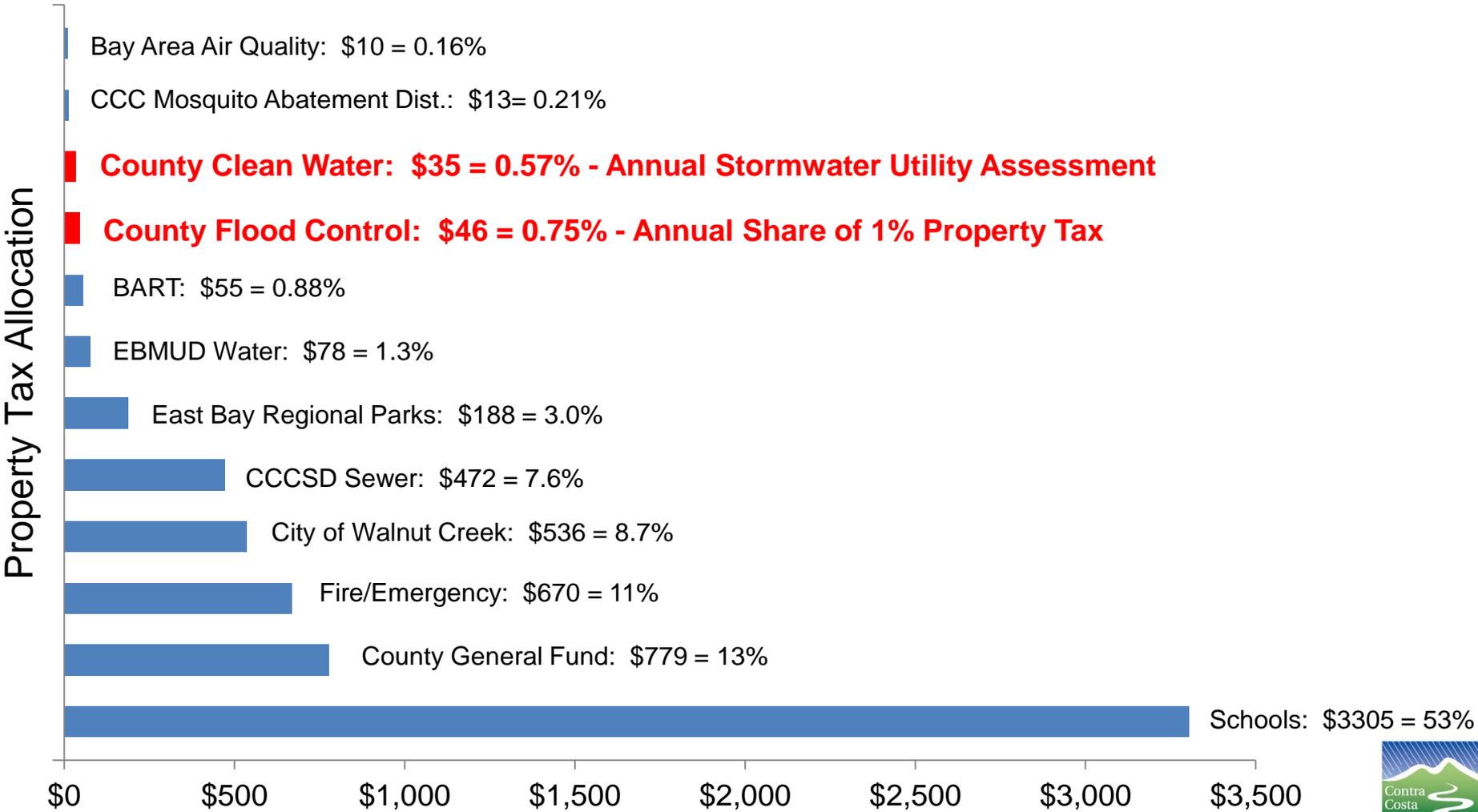
How We Are Funded

Tax Rate Area 09001 Allocation of Basic 1% Property Tax Fiscal Year 2012-2013

COUNTY GENERAL	13.90324 %
COUNTY LIBRARY	1.56228 %
CONTRA COSTA FIRE	13.19903 %
C C FLOOD CONTROL	0.18332 %
FLOOD CONTROL Z-3B	0.73965 %
CO WATER AGENCY	0.03733 %
CC RES CONSV	0.01692 %
CO CO MOSQUITO ABA	0.16325 %
CENTRAL SANITARY	2.02693 %
ALAMO LAF CEMETERY	0.06376 %
EAST BAY MUD	1.56951 %
BART	0.66106 %
BAY AREA AIR MGMNT	0.19268 %
EAST BAY REGNL PK	3.14298 %
CITY WALNUT CREEK	9.14025 %
WALNUT CREEK R-8	0.30539 %
ACALANES HIGH	13.43493 %
CANYON ELEM	0.01258 %
LAFAYETTE ELEM	2.08245 %
MORAGA ELEMENTARY	1.29882 %
ORINDA ELEMENTARY	1.57413 %
WALNUT CREEK ELEM	10.95957 %
CO SUPT SCHOOLS	1.89380 %
K-12 SCHOOLS ERAF	14.81412 %
CO CO COMM COLLEGE	4.81622 %
COMM COLLEGE ERAF	2.20580 %
TOTAL	100.00000 %

Tax Rate Area 09001 Fiscal Year 2012-2013 Tax Breakdown Comparison			
Allocation of Basic 1% Property Tax			
CANYON ELEM	0.01%	\$0.63	
CC RES CONSV	0.02%	\$0.85	
CO WATER AGENCY	0.04%	\$1.87	
ALAMO LAF CEMETERY	0.06%	\$3.19	
CO CO MOSQUITO ABA	0.16%	\$8.16	
C C FLOOD CONTROL	0.18%	\$9.17	FCD
BAY AREA AIR MGMNT	0.19%	\$9.63	
WALNUT CREEK R-8	0.31%	\$15.27	
BART	0.66%	\$33.05	
FLOOD CONTROL Z-3B	0.74%	\$36.98	FCZ 3B
MORAGA ELEMENTARY	1.30%	\$64.94	
COUNTY LIBRARY	1.56%	\$78.11	
EAST BAY MUD	1.57%	\$78.48	
ORINDA ELEMENTARY	1.57%	\$78.71	
CO SUPT SCHOOLS	1.89%	\$94.69	
CENTRAL SANITARY	2.03%	\$101.35	
LAFAYETTE ELEM	2.08%	\$104.12	
COMM COLLEGE ERAF	2.21%	\$110.29	
EAST BAY REGNL PK	3.14%	\$157.15	
CO CO COMM COLLEGE	4.82%	\$240.81	
CITY WALNUT CREEK	9.14%	\$457.01	
WALNUT CREEK ELEM	10.96%	\$547.98	
CONTRA COSTA FIRE	13.20%	\$659.95	
ACALANES HIGH	13.43%	\$671.75	
COUNTY GENERAL	13.90%	\$695.16	
K-12 SCHOOLS ERAF	14.81%	\$740.71	
1% Countywide tax total:	100.00%	\$5,000.00	
Other Ad Velorem Taxes			
Community College 2006 Bond	0.004	\$20.00	
BART	0.0043	\$21.50	
Community College 2002 Bond	0.0047	\$23.50	
East Bay Regional Park Bond	0.0051	\$25.50	
ACALANES BOND 88	0.0105	\$52.50	
ACALANES BOND 97	0.0112	\$56.00	
WC ELEM BOND 2002	0.0114	\$57.00	
ACALANES BOND 2002	0.0116	\$58.00	
WLNT CREEK BOND 95	0.0127	\$63.50	
Ad Velorem tax total:	8%	\$377.50	
Special Taxes and Assessments			
MOSQUITO & VECTOR DV		\$4.74	
EASTBAY TRAILS LLD KA		\$5.44	
EMERGENCY MED B DY		\$10.00	
FED STORMWATER A16 IS		\$35.00	
WC SCHOOL PRCL TAX HO		\$82.00	
ACL MEAS G&A PCLTX JF		\$301.00	
CCCSD SEWER CHG GE		\$371.00	
Special Assessment total:		\$809.18	
Grand Total		\$6,186.68	
Ranking Comparison			
Schools total:	1	\$3,304.62	53%
Contra Costa County general funds:	2	\$779.18	13%
Fire/Emergency:	3	\$669.95	11%
City of Walnut Creek total:	4	\$535.78	8.7%
CCCSD total:	5	\$472.35	7.6%
EBRPD total:	6	\$188.09	3.0%
EBMUD total:	7	\$78.48	1.3%
BART:	8	\$54.55	0.88%
FCD total:	9	\$46.15	0.75%
Contra Costa Clean Water:	10	\$35.00	0.57%
CC Mosquito Abatement:	11	\$12.90	0.21%
Bay Area Air Quality:	12	\$9.63	0.16%
Check total:		\$6,186.68	
Notes:			
Home in FCZ 3B assessed value on 1/1/12	\$500,000	\$5,000.00	1% Countywi
Prepared by Tim Jensen, 6/12/13			

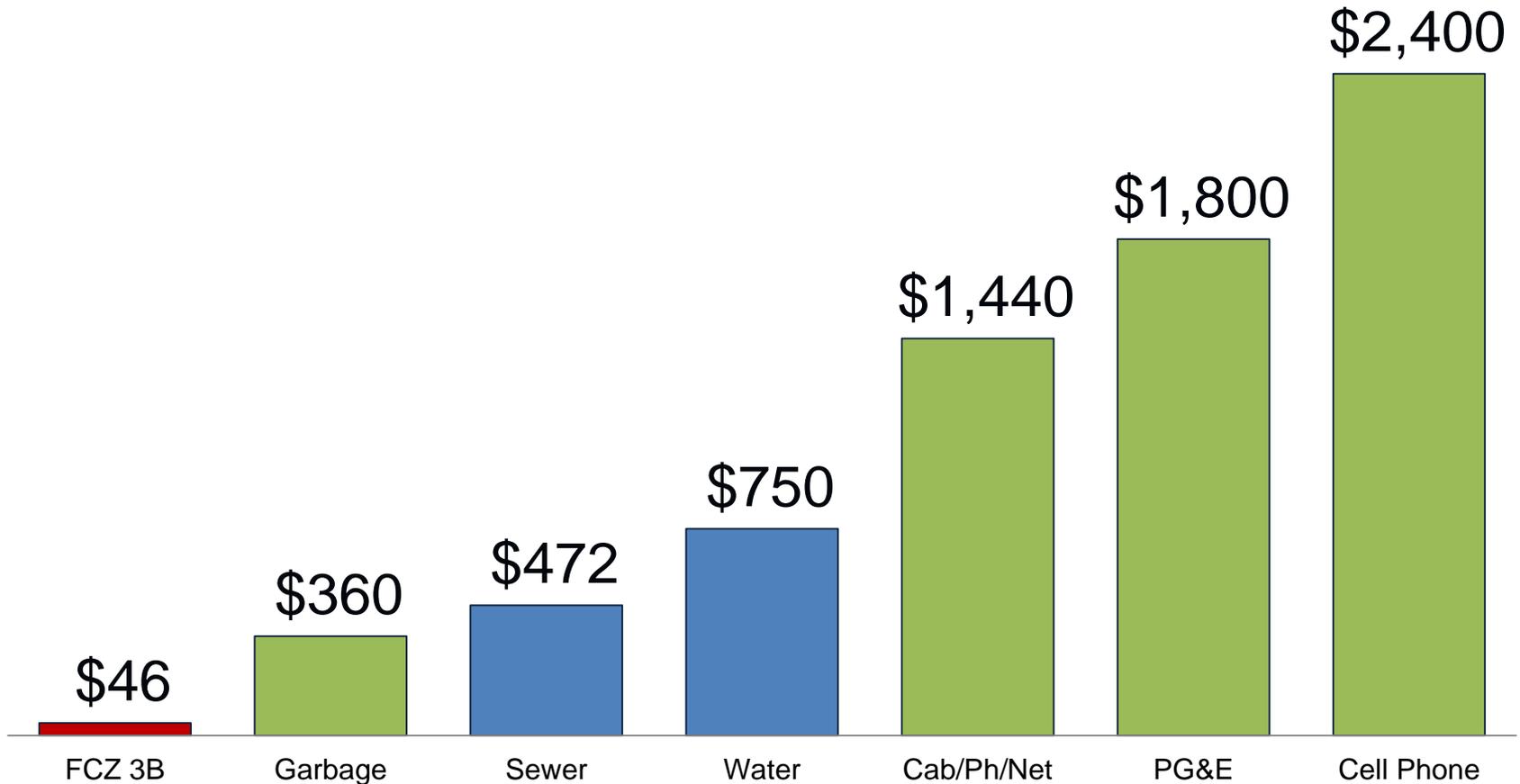
How We Are Funded



Percent of Entire Tax Bill - Based on \$500,000 home in Walnut Creek

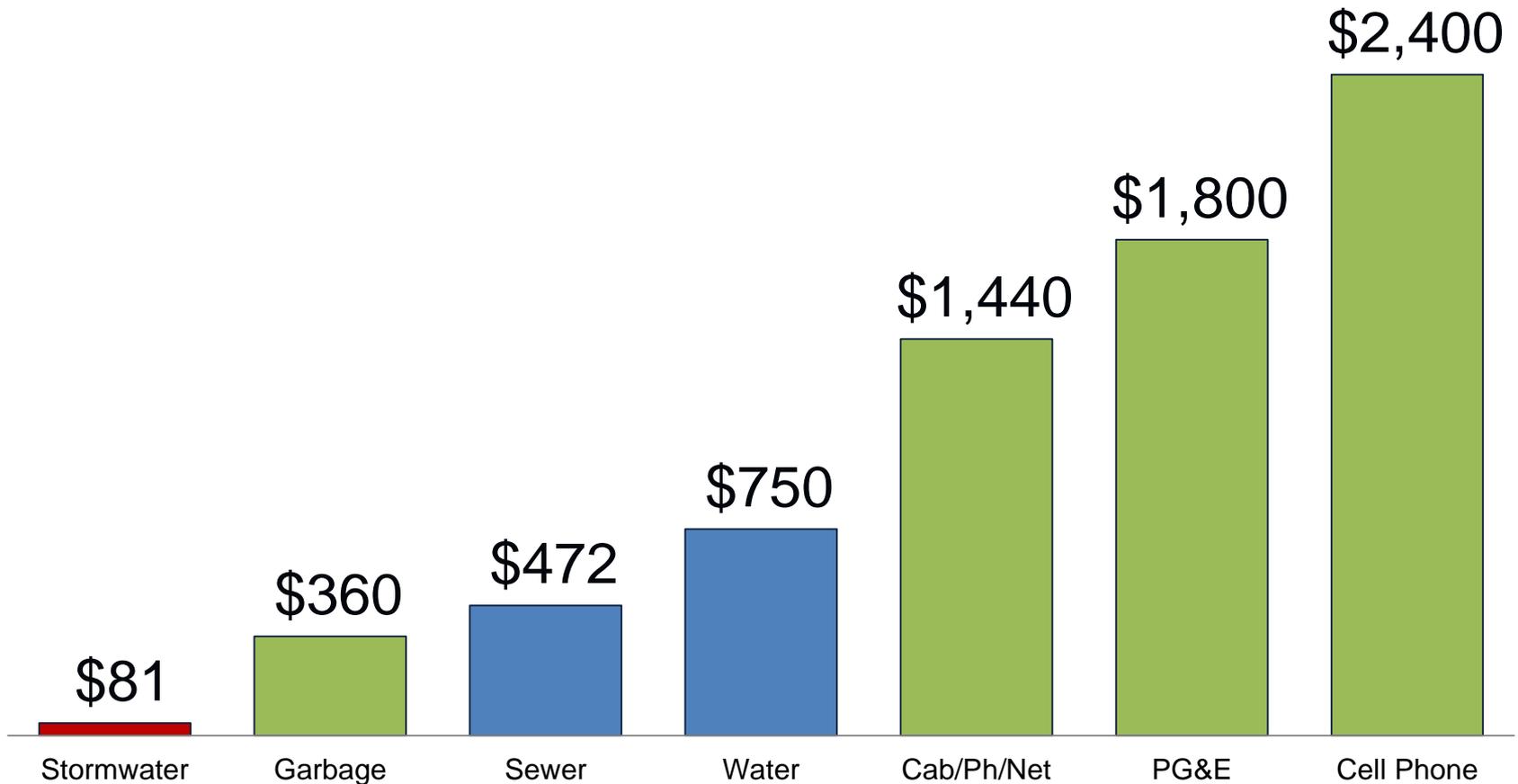


Society's Investment in Flood Control



Annual Costs Based on \$500,000 home/family in Walnut Creek

Society's Investment in Stormwater



Annual Costs Based on \$500,000 home/family in Walnut Creek

Next Steps



 **Contra Costa County
Flood Control**
Water Conservation District



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Ordinance to prohibit commercial vehicles exceeding a maximum gross weight of 20,000 pounds at all times on various roads, North Richmond area.

RECOMMENDATION(S):

CONSIDER introducing Ordinance No. 2023-06 to prohibit commercial vehicles exceeding a maximum gross weight of 20,000 pounds at all times on Fred Jackson Way (Road No. 0461A), Market Avenue (Road No. 0562), Chesley Avenue (Road No. 05464A), Gertrude Avenue (Road No. 0564E), First Street (Road No. 0565U), Fifth Street (Road No. 0565AA), Sixth Street (Road No. 0565AC), North Richmond area; WAIVE reading; and FIX March 7, 2023 for adoption. (District I) (100% Local Road Funds)

FISCAL IMPACT:

Nominal costs to install signs to provide notice of weight restricted roadways. (100% Local Road funds)

BACKGROUND:

In February 2007, the former Contra Costa County Redevelopment Agency prepared the North Richmond Truck Route Study to develop an alternative route for trucks to reduce truck traffic in the residential area of North Richmond and Verde Elementary School, and to establish a link to major transportation corridors, including Richmond Parkway. The study designated unincorporated County roadways Richmond Parkway and Parr Boulevard as an alternative truck route to the east side of North Richmond. Trucks exceeding weight limits on weight-restricted designated unincorporated county and city roadways will be entitled to travel through the weight-restricted area using reasonably direct routes.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Monish Sen, 925.313.2187

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On February 1, 2012, all California Redevelopment Agencies, including the Contra Costa County Redevelopment Agency were dissolved by State law. No project has since been developed to reduce truck traffic in the residential area on North Richmond and Verde Elementary School.

After receiving ongoing complaints from residents about heavy trucks passing through local residential streets in North Richmond, the community requested that Contra Costa County Public Works Department restrict heavy trucks from using their roadways as a bypass to destinations outside of North Richmond. The County has developed a truck restriction sign plan designed to reduce truck traffic in the residential area of North Richmond and Verde Elementary School. Unincorporated County roadways Richmond Parkway and Parr Boulevard may serve as an alternative route for commercial trucks to travel to and from the east and west sides of North Richmond. Richmond Parkway may serve as an alternate route for commercial trucks to travel to and from the north and south sides of North Richmond.

It should be noted that this 10 Ton truck restriction matches those already established just south of North Richmond by the City of Richmond on their neighborhood roadways.

In order to prohibit heavy trucks from using the neighborhood roads Fred Jackson Way, Market Avenue, Chesley Avenue, Gertrude Avenue, First Street, Fifth Street, and Sixth Street as cut-throughs, the Public Works Department recommends that the Board of Supervisors adopt an ordinance to restrict commercial vehicles with a gross weight of more than 20,000 pounds (10 Ton) from using these roadways, subject to exceptions prescribed by law.

CONSEQUENCE OF NEGATIVE ACTION:

The ordinance will not be introduced, and the 10 ton weight restriction shall not be imposed on neighborhood roads.

ATTACHMENTS

Ordinance 2023-06

ORDINANCE NO. 2023-06

(Uncodified)

ORDINANCE TO PROHIBIT COMMERCIAL VEHICLES WITH A GROSS WEIGHT EXCEEDING 20,000 POUNDS ON FRED JACKSON WAY, MARKET AVENUE, CHESLEY AVENUE, GERTRUDE AVENUE, FIRST STREET, FIFTH STREET, AND SIXTH STREET, IN UNINCORPORATED NORTH RICHMOND

The Contra Costa County Board of Supervisors ordains as follows:

Section 1. Purpose and Authority. The purpose of this ordinance is to prohibit commercial vehicles with a gross weight exceeding 20,000 pounds from traveling on certain roads in the unincorporated North Richmond area for the preservation of public health, safety, and welfare. This ordinance is adopted pursuant to Vehicle Code section 35701, et seq., County Ordinance Code sections 46-2.002 and 46-2.012, and other applicable laws.

Section 2. Weight Restriction Imposed. Commercial vehicles exceeding a maximum gross weight of 20,000 pounds are prohibited at all times on Fred Jackson Way (Road No. 0461A), Market Avenue (Road No. 0562), Chesley Avenue (Road No. 05464A), Gertrude Avenue (Road No. 0564E), First Street (Road No. 0565U), Fifth Street (Road No. 0565AA), and Sixth Street (Road No. 0565AC), in the unincorporated North Richmond area of Contra Costa County, as more particularly shown on the map attached hereto as Exhibit A.

Section 3. Exceptions. Notwithstanding Section 2 of this ordinance:

- (a) This ordinance does not prohibit any vehicle that is subject to Public Utilities Code Sections 1031 through 1036 from using any of the weight-restricted roadways identified in Section 2 of this ordinance.
- (b) This ordinance does not prohibit any commercial vehicle coming from an unrestricted street having ingress and egress by direct route to and from a restricted street identified in Section 2 of this ordinance when necessary for the purpose of making pickups or deliveries of goods, wares, and merchandise from or to any building or structure located on the restricted street or for the purpose of delivering materials to be used in the actual and bona fide repair, alteration, remodeling, or construction of any building or structure upon the restricted street for which a building permit has previously been obtained.
- (c) This ordinance does not apply to any vehicle owned by a public utility, or to a licensed contractor of a public utility, while necessarily in use in the construction, installation, or repair of any public utility.

Section 4. Effective Date. This ordinance shall be effective 30 days after passage, or until signs are erected pursuant to Vehicle Code section 35701, whichever is later. Within 15 days after passage, this ordinance shall be published once with the names of the supervisors voting for and against it in the East Bay Times, a newspaper published in this County.

PASSED ON _____, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
ATTEST:

MONICA NINO
Clerk of the Board of Supervisors
and County Administrator

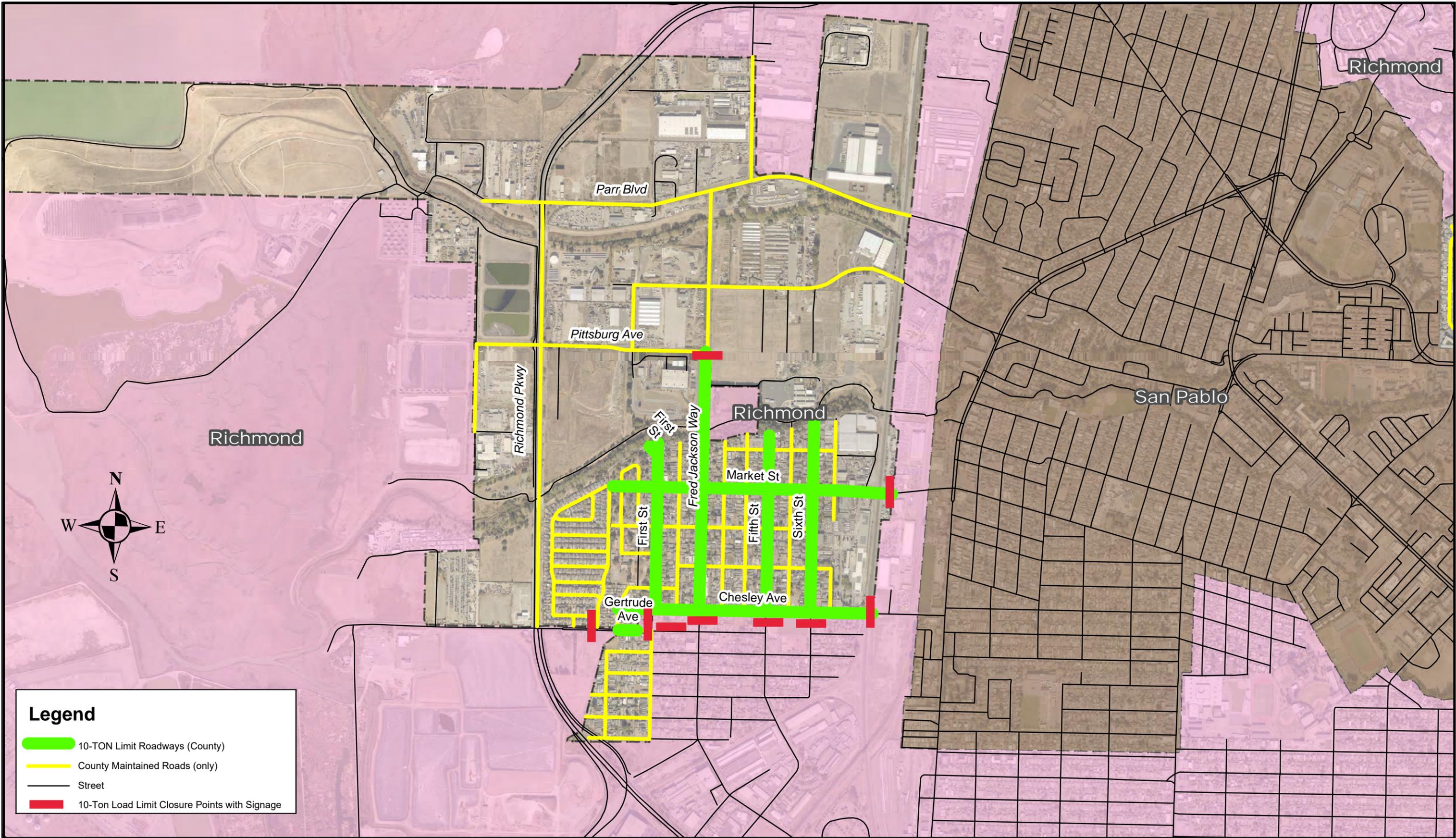
Board Chair

By:

Deputy

[SEAL]

SMS
H:\Client Matters\Public Works\Traffic\Ordinance 2023-06 (North Richmond Truck Restriction).docx



Legend

- 10-TON Limit Roadways (County)
- County Maintained Roads (only)
- Street
- 10-Ton Load Limit Closure Points with Signage

EXHIBIT A



Contra Costa County
Public Works
Department

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

SITE PLAN
North Richmond - 10-Ton Load Limit
Restriction Boundary

FEDERAL ID NO:

DB: LL CB: MD

DATE: NOV 2022

Page 1 of 1



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: Update on Head Start Programs and Oversight

RECOMMENDATION(S):

RECEIVE monthly update on the activities and oversight of the County's Head Start Program, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

Per Department Manual Policy #22-60, the Board receives monthly updates on the activities of Head Start programs. This is the January 2023 update.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be in compliance with Head Start program requirements, which may jeopardize funding and the success of the Quality Improvement Plan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: N. Hager, 925-608-4966

By: , Deputy

cc:

ATTACHMENTS

Head Start Update Feb 28
2023

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES
Building Brighter Futures Together

Head Start Update

February 28, 2023

Marla Stuart, MSW, PhD

Director

info@ehsd.ccounty.us | 925-608-4800

Outline

1. Budget
2. Services
3. Monitoring
4. Region IX Communication



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

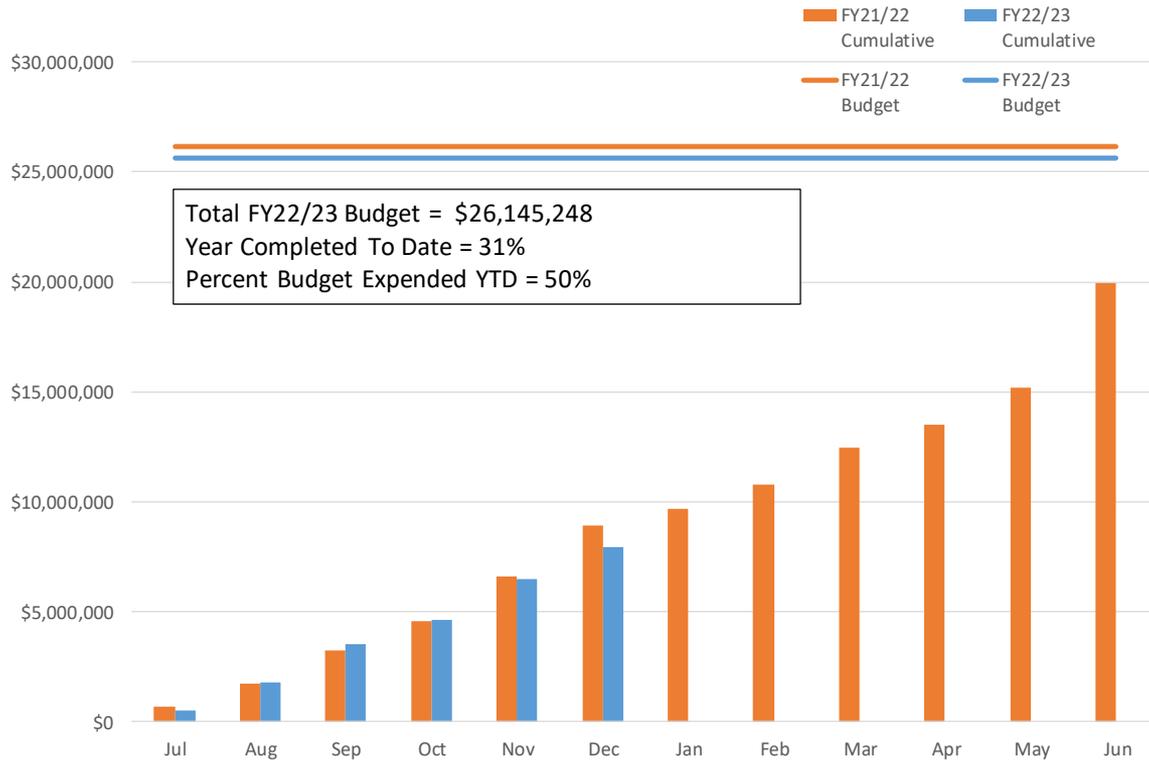
Budget



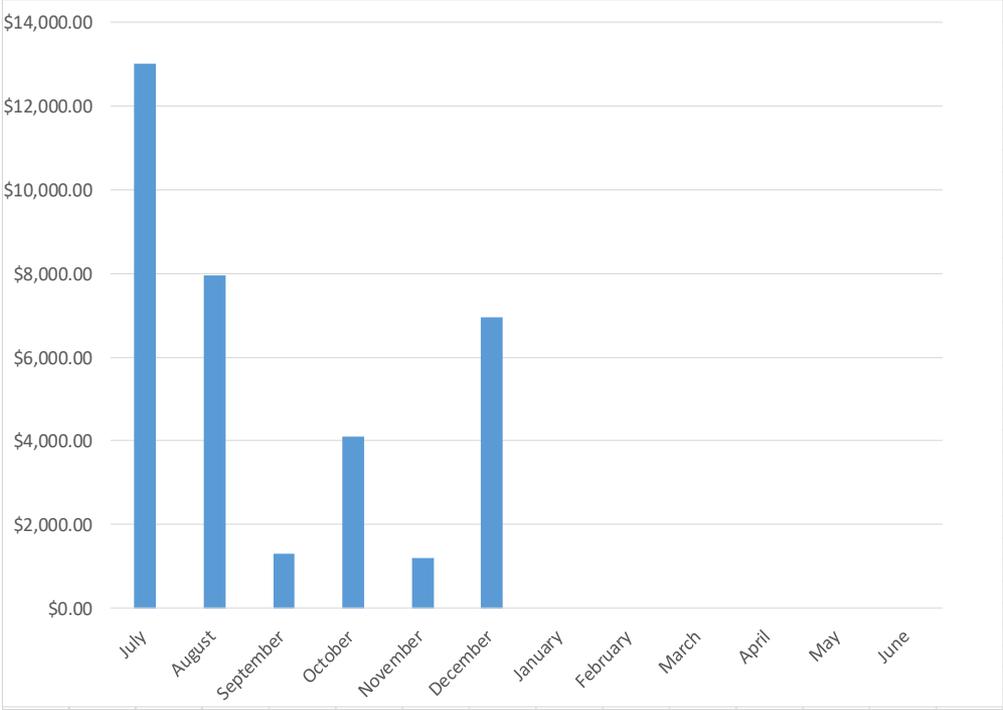
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Budget Summary



Credit Card Expenditure Summary



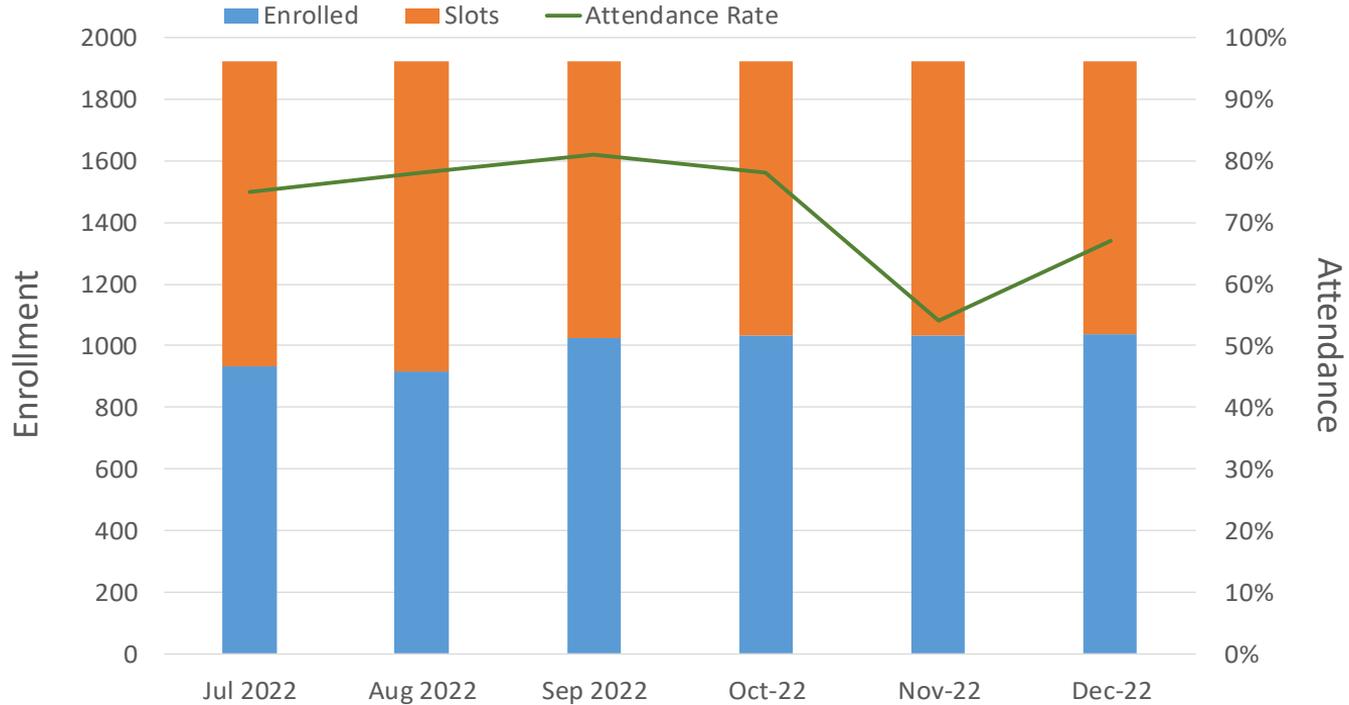
Services



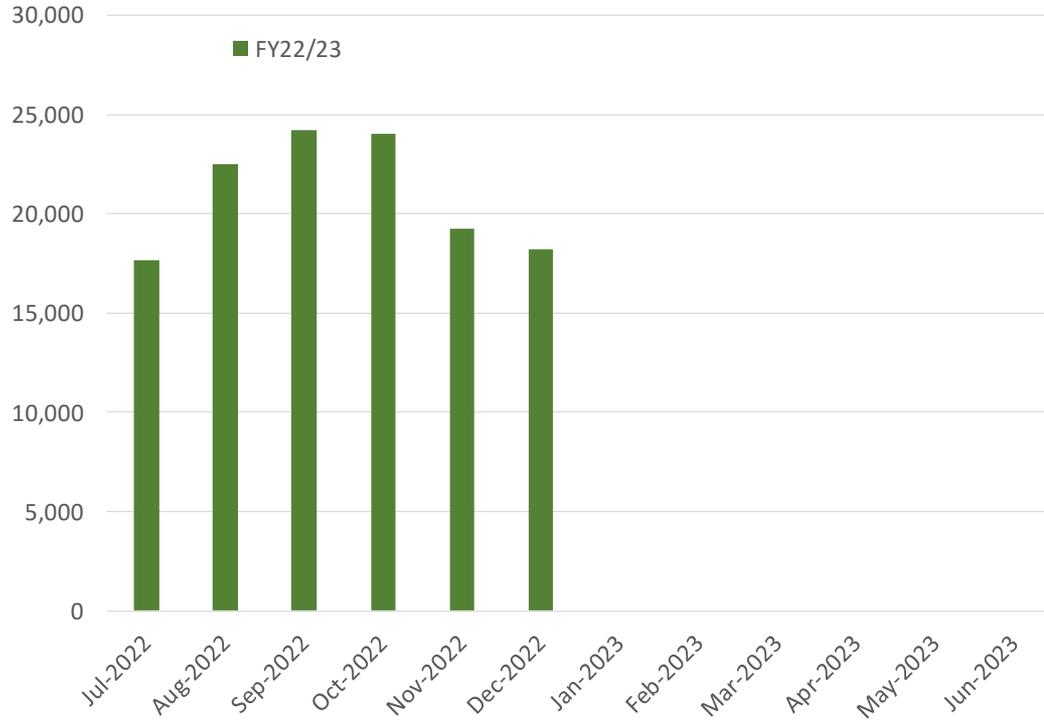
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

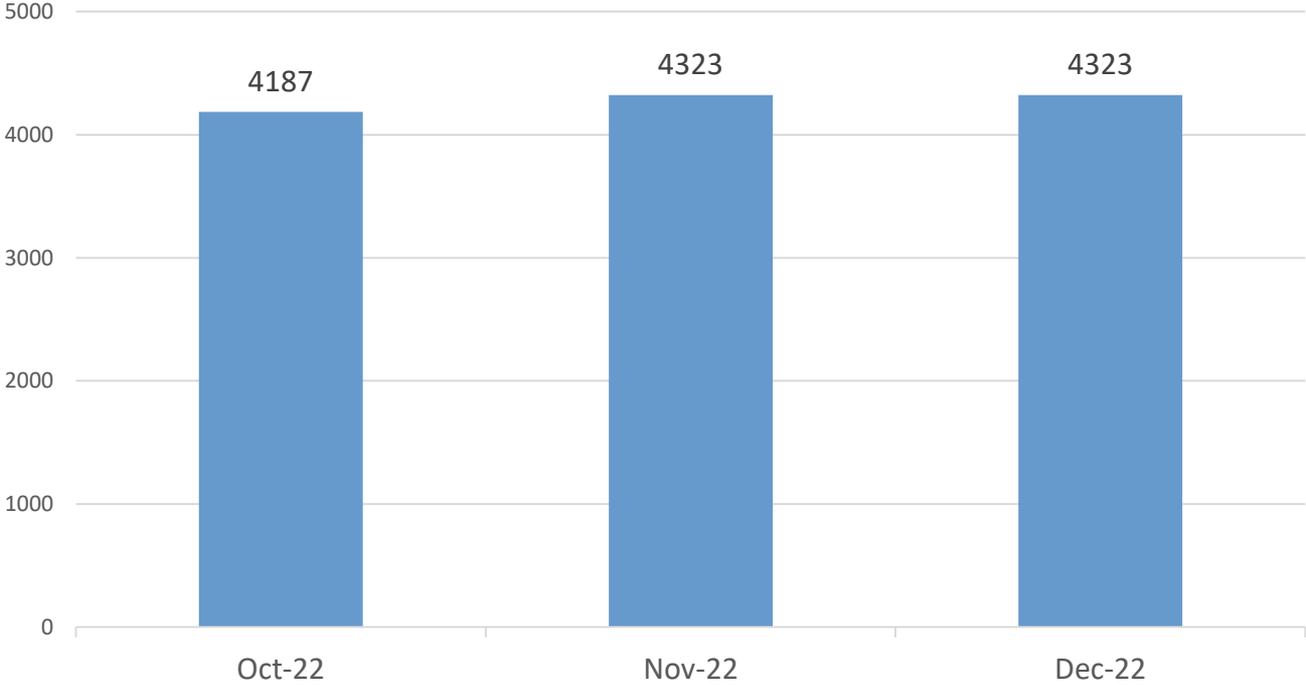
Enrollment and Attendance



Meals and Snacks Served



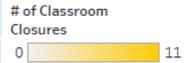
Waiting List



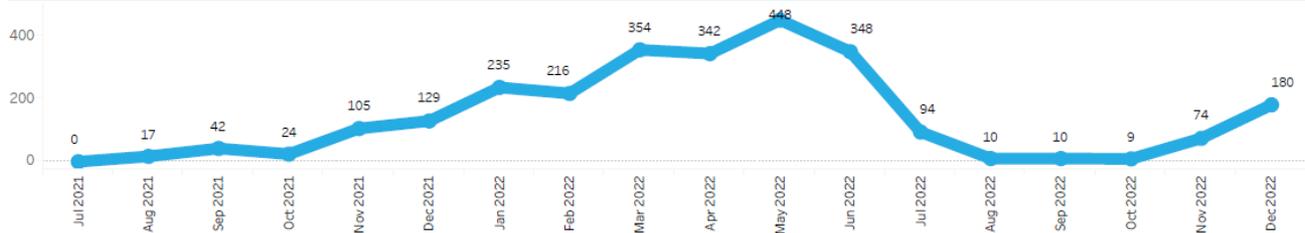
Classroom Closures

Number of Classroom Closures by Location, July 2021 to December 2022

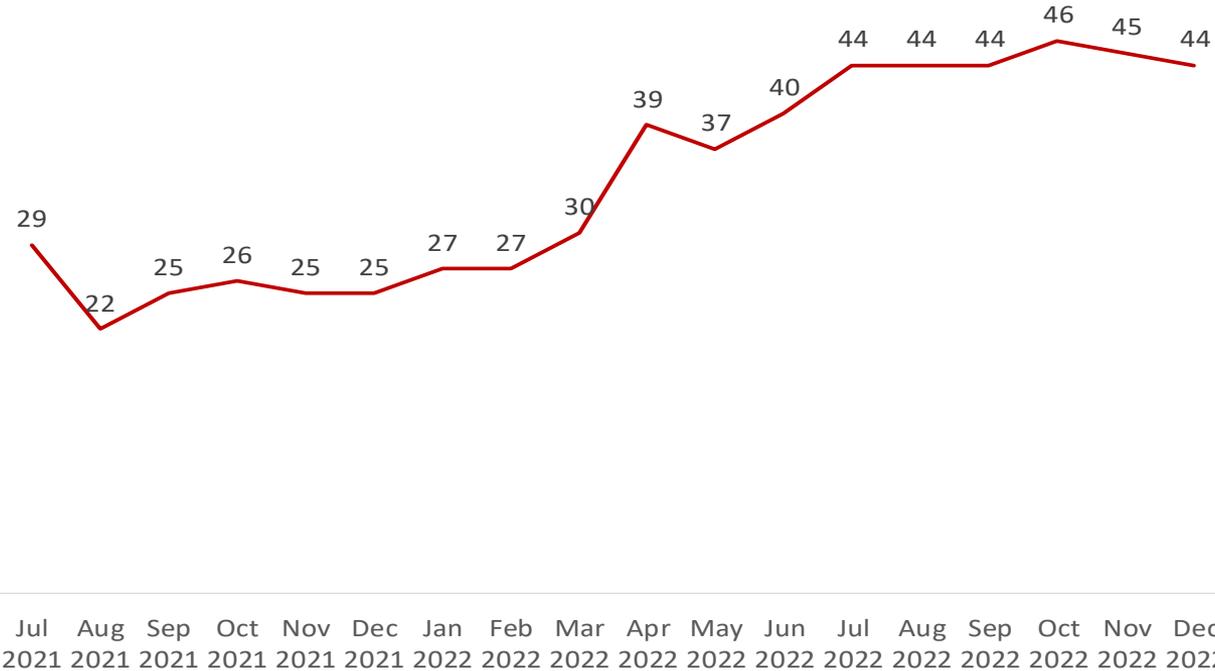
	Ambrose	Balboa	Bayo Vista	CCC	Crescent park	GM III	GMC	Lavonia Allen	Los Arboles	Los Nogales	Marsh Creek	Riverview	Verde	Grand Total
July 2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August 2021	0	0	0	0	0	0	0	0	0	2	0	0	0	2
September 2021	0	1	0	1	0	2	0	0	2	0	0	2	0	8
October 2021	0	1	0	0	0	1	0	0	2	1	0	0	0	5
November 2021	0	0	0	1	0	1	1	0	4	2	0	2	0	11
December 2021	1	0	0	0	0	0	3	0	3	1	0	3	0	11
January 2022	1	3	3	2	0	0	9	0	1	0	0	0	0	19
February 2022	0	4	0	0	0	0	9	1	1	0	0	5	0	20
March 2022	3	4	1	1	0	2	11	1	0	1	0	9	2	35
April 2022	1	4	2	0	2	2	6	3	0	6	0	1	0	27
May 2022	5	1	8	0	0	0	7	3	4	0	2	10	2	42
June 2022	1	1	8	0	1	0	4	2	1	1	0	9	1	29
July 2022	2	0	1	0	0	1	0	9	0	0	0	1	0	14
August 2022	1	0	0	0	0	0	0	5	0	0	0	0	0	6
September 2022	1	0	0	0	0	0	2	0	0	0	0	0	0	3
October 2022	0	1	0	0	0	0	4	0	0	0	0	0	0	5
November 2022	0	1	0	0	2	1	2	0	0	0	0	0	0	8
December 2022	4	0	3	0	2	0	2	3	1	0	0	0	1	16



Number of Children Impacted by Month, July 2021 to December 2022



HS/EHS Position Vacancies



Monitoring



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

External Audits

1. Office of Head Start July 14, 2022 Performance Report
 - 2 Safety Deficiencies corrected February 9, 2023
2. California Department of Education Off-Cycle Review Scheduled for February 27 – March 3, 2023
 - Child safety
 - Program operations
 - Other highlights
 - Fiscal review



December 2022 Unusual Incidents

1. Reported teacher pulled arm of child
2. Reported teacher leaving classroom
3. Reported man threw rocks at building
4. Reported teacher collapsed
5. Reported child COVID case
6. Reported child COVID case
7. Reported teacher COVID case
8. Reported teacher COVID case

Region IX Communications



FY22/23 ACF/OHS Communications

July 2022	1. Letter from the Office of Head Start Acting Director on Investing in Early Childhood Education Workforce
August 2022	2. Office of Head Start Guidance for Use of Funds Appropriated in the American Rescue Plan Act of 2021 (ARP) 3. Letter from the Office of Head Start Acting Director on Masks and Vaccines in Head Start Programs*
September 2022	4. Strategies to Stabilize the Head Start Workforce 5. Reporting Child Health and Safety Incidents 6. Office of Head Start Mask Announcement
October 2022	7. Fiscal Year (FY) 2023 Monitoring Process for Head Start and Early Head Start Recipients*
November 2022	8. Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots
December 2022	9. Letter from the Office of Head Start Deputy Director on Providing High-Quality Services in Safe and Healthy Settings*

Communications = Office of Head Start Information Memoranda

Motion Requested

Accept this update about Head Start program administered by the Employment & Human Services Department as recommended by Marla Stuart, EHSD Director, and provide direction.



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: EHSD FY22/23 Workforce Development Services

RECOMMENDATION(S):

ACCEPT report on Workforce Development Services administered by the Employment & Human Services Department and provide direction as recommended by Marla Stuart, Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

At the January 24, 2023 Board Retreat, the Board of Supervisors requested an update on workforce services administered by the Employment and Human Services Department. The attached report fulfills that request.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: 19256714514

By: , Deputy

cc:

ATTACHMENTS

EHSD Workforce Services
Update

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together

Workforce Development Services

February 28, 2023

Marla Stuart, MSW, PhD

Director

info@ehsd.ccounty.us | 925-608-4800

Outline

- Contra Costa County Workforce Indicators
- CalWORKs Welfare-to-Work
- CalFresh Employment & Training
- Workforce Development Board

Building Brighter Futures Together

Contra Costa County Workforce Indicators

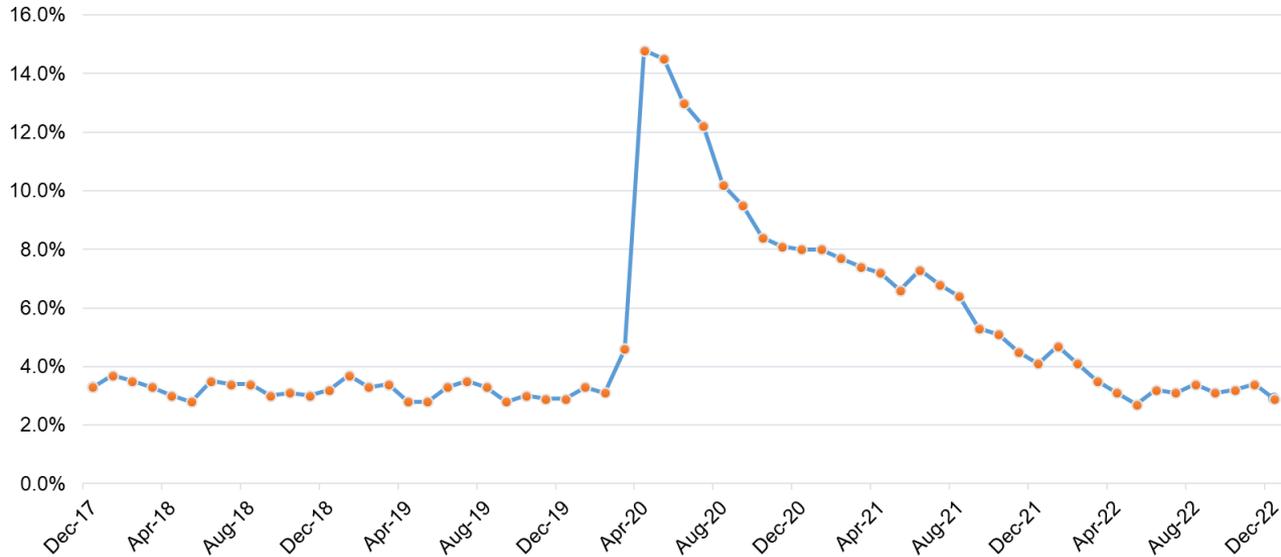
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

CCC Unemployment Rate

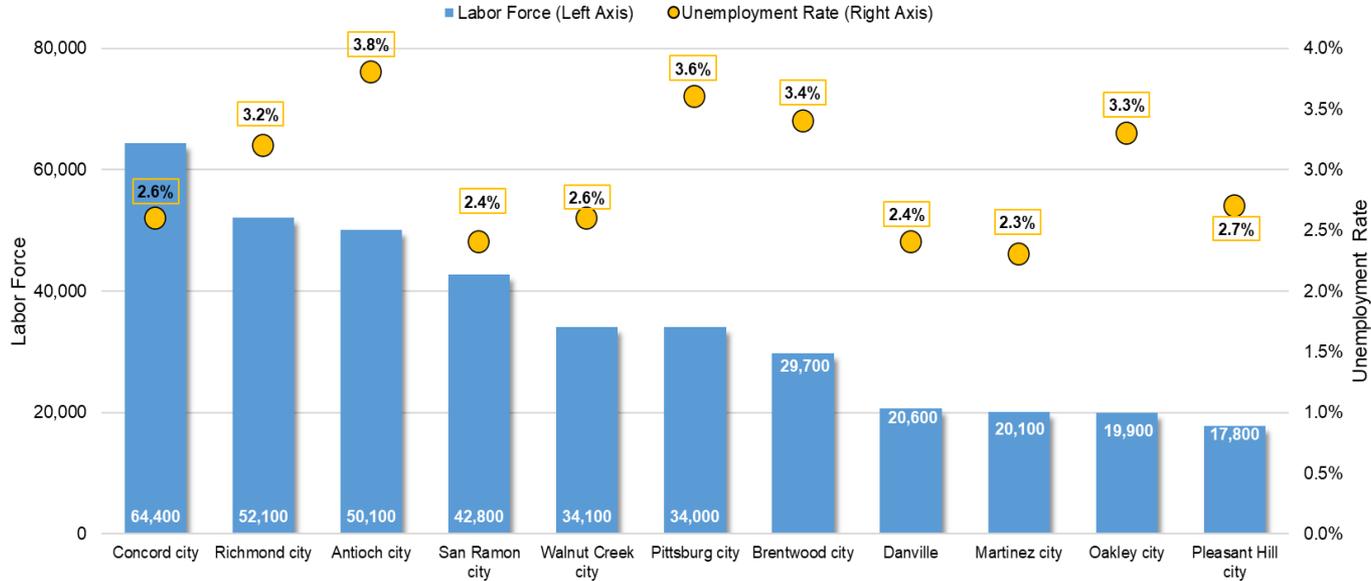
December 2017- December 2022

[Source: EDD, Labor Market Information Division, Local Area Unemployment Statistics. Preliminary estimates, not seasonally adjusted. Compiled by Juliet Moeur, Labor Market Consultant]



CCC Labor Force and Unemployment Rate by City

December 2022
(Data Not Seasonally Adjusted)



CalWORKs

Welfare-to-Work

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

CalWORKS and Welfare-to-Work

CalWORKS provides cash assistance and promotes, encourages, and supports work-eligible adults to:

- Become self-sufficient through gainful employment;
- Protect and preserve the family unit;
- Develop and enhance job skills needed to pursue employment opportunities.
- *Flourish!*



CalWORKS/WTW December 2022

6,099 CalWORKS Cases

11,383 CalWORKS Children

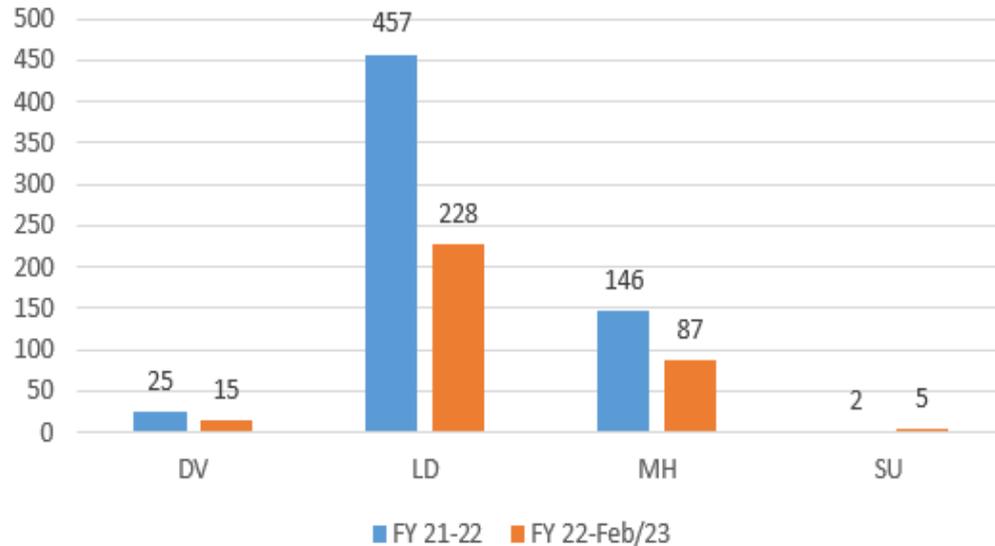
3,583 WTW Adults

Race / Ethnicity	WTW (CalWIN 12/2022)	Contra Costa County (US Census 2020-2022)
Black/African American	37.3%	9.5%
Hispanic	16.4%	26.8%
White	13.0%	40.8%
Afghan	7.5%	
Other	7.5%	5.8%
Asian	2.6%	19.3%
Pacific Islander	1.7%	0.6%
AI/Alaska Native	0.4%	1.1%
Unidentified	13.6%	
	100%	104%

Surrounding Work with Supports



Barrier Removal Supports



Domestic Abuse (DV) | Mental Health (MH) | Substance Use (SU) | Learning Disability Needs (LD)

Job Readiness Supports

- Basic education
- Workplace skills development
- Academic and computer skills
- Other vocational support

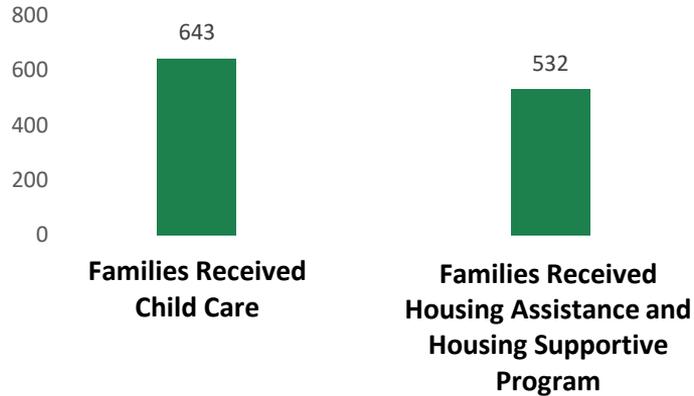
FY 21/22 Job Readiness Referrals	FY 22/23 YTD Job Readiness Referrals
540	160

Employment Supports

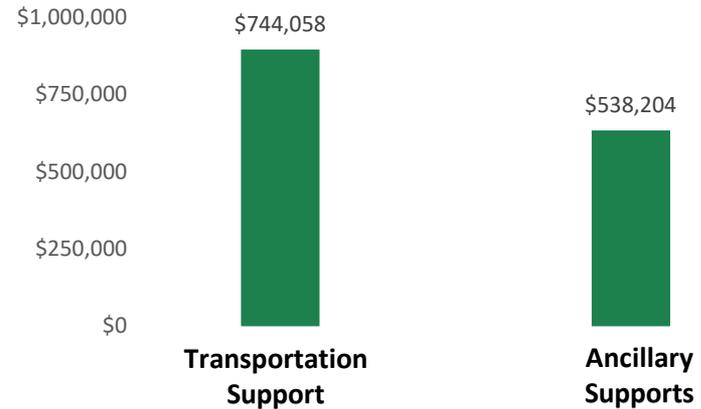
- Unsubsidized Employment (1,436)
- Subsidized Employment (12)
- Job Skills Directly Related to Employment (150)
- Education Directly Related to Employment (29)
- Community Service (7)
- Work Study (15)
- Vocational Education Training (28)
- Unpaid Work Experience (4)
- Other Activities (266)

Supportive Services

Child Care & Homeless Services



Ancillary and Transportation Support



CalFresh Employment & Training Program

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

CalFresh Employment & Training

CalFresh E&T is a voluntary, non-mandatory program.
Services include:

- Identifying and addressing barriers
- Career counseling, services, and job placement
- One-on-one case management and coaching
- Supportive services
- Financial coaching
- Connection to Diablo Valley College (DVC) campus and community resources
- Job retention services
- Job skills training, coaching, retention services, and supportive services for foster youth.

EHSD partners with 3 service providers: **Rubicon**, Opportunity Junction, and iFoster.

July - December 2022

Total Individuals Served: 126

Workforce Development Board of Contra Costa County



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

WDB Overview

- **Authorization**
 - Public Law 113 Workforce Innovation and Opportunity Act (WIOA)
- **Membership**
 - 25 member Board of Directors appointed by the Board of Supervisors
- **Responsibilities**
 - Develop and submit local plan to the Governor
 - Design and oversee operations and activities under the Local Plan (receive grants, approve budget, administer grant funds)
 - Collaborate with other local boards and elected officials to prepare a Regional Plan

American Job Centers of California

District 1

- Lao Family Community Development (San Pablo)
- San Pablo Economic Development Corporation (San Pablo)
- Contra Costa College (San Pablo)

District 2

- Mount Diablo Adult Center (Concord)

District 3

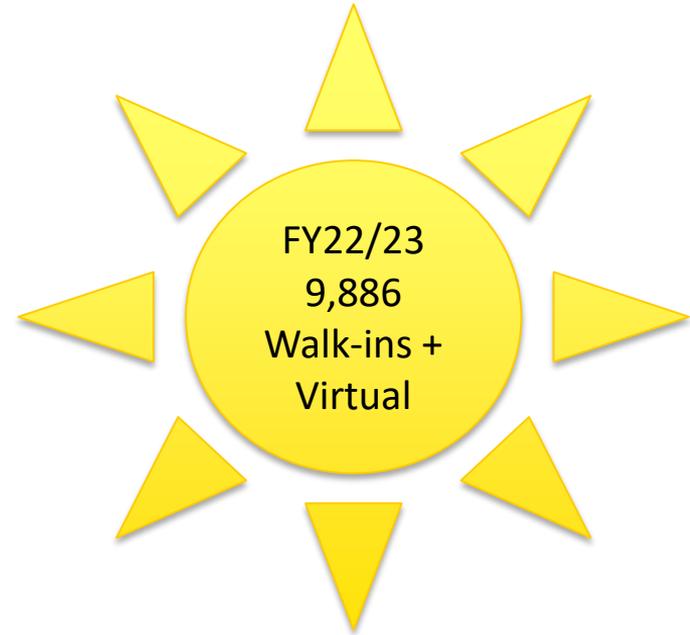
- Opportunity Junction (Antioch)
- Liberty Adult Center (Brentwood)
- Los Medanos College (Brentwood (Comprehensive AJCC) (Antioch)

District 4

- Rubicon Programs (Comprehensive) (Concord)

District 5

- Martinez Adult Center (Martinez)
- Pittsburg Adult Center (Pittsburg)



WDB FY22/23 Enrolled SUMMARY

# to Serve	Category	Budget
3,755	Adults	\$4,284,991
52	Employers	\$344,207
1,000	Youth	\$5,370,889
4,807	TOTAL	\$10,000,087

WDB Enrolled DETAILS

Services to Provide (<i>funding source</i>)	# to Serve	Category	\$ FY22/23 Budget
1. Basic Career Services: job leads, resume development, interviewing skills (<i>WIOA</i>)	2,726	Adults	\$3,770,428
2. Individualized: 1:1 career coaching, specialized recruitment, credential attainment (<i>WIOA</i>)			
3. Training: training institution, community college, on-the-job (<i>WIOA</i>)			
4. Better Health Care Locally (High Road Training Partnership)	250	Adults	\$83,333
5. Emergency Medical Technician (EMT) Training (<i>Workforce Accelerator 10</i>)	45	Adults	\$83,583
6. Paramedics Apprenticeship Training & Employment (<i>Department of Industrial Relations Paramedics for Equity</i>)	50	Adults	\$80,000
7. Regional Planning with Community Colleges (<i>Regional Equity Recovery Partnership</i>)	158	Adults	\$267,647
8. WARN notices, layoff aversion, employer support (<i>WIOA</i>)	526	Adults	
	12	Employers	\$158,369
9. Supporting fair-change employers, specialized recruitment (<i>AB109</i>)	40	Employers	\$185,838
10. Youth Services: Tutoring, study skills, paid/unpaid work experience, leadership devilmnt, supportive services, financial literacy (<i>WIOA</i>)	290	Youth	\$2,050,011
11. Youth Center Plan Development, youth engagement (Measure X)	500	Youth	\$1,921,448
12. Health Ambassadors and Garden Apprentice (<i>California 4ALL</i>)	160	Youth	\$1,269,430
13. Employment for persons with Disabilities (<i>STEPS</i>)	50	Youth	\$130,000
14. Regional planning and capacity building for 4 Regional Workforce Boards (<i>East-Bay Works</i>)	NA		\$50,000

WIOA Enrolled Performance Goals

	Negotiated Performance Goals			FY 22/23 Q2 YTD			FY 21/22		
	ADULT	DW	YOUTH	ADULT	DW	YOUTH	ADULT	DW	YOUTH
Employment Rate 2nd Quarter After Exit	64%	70%	70%	78%	65%	53%	63%	65%	71%
Employment Rate 4th Quarter After Exit	64%	70%	68%	66%	70%	73%	63%	69%	77%
Median Earnings 2nd Quarter After Exit	\$7,800	\$10,000	\$3,870	\$9,233	\$8,017	\$3,831	\$9,049	\$9,555	\$4,356
Credential Attainment 4th Quarter After Exit	63%	69%	60%	55%	53%	42%	37%	66%	46%
Measurable Skill Gains	56%	61%	68%	34%	23%	17%	59%	60%	55%
Participants Served				325	59	119	565	202	165

Social Media Engagement

 <https://wdbccc.com>

 <https://www.facebook.com/wdbccc/>

 <https://twitter.com/wdbccc?lang=en>

 <https://www.linkedin.com/company/wdbccc/mycompany/>

Activity	Description	FY22/23 YTD
Impression	A post was seen on a social media feed	~117,464
Engagement	A viewer clicked on, commented, shared, retweeted, or liked a post	~3,517
Post Link Clicks	A viewer clicked through to the WDBCCC website or external link	~996
Video Views	A viewer clicked through to watch campaign videos	~25,765

Requested Action

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Requested Action

Accept this report about Workforce Development Services administered by the Employment & Human Services Department and provide direction.



**Contra
Costa
County**

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Resolution No. 2023/65 approving Memorandum of Understanding between the County and the Contra Costa County Defenders' Association

RECOMMENDATION(S):

ADOPT Resolution No. 2023/65 approving the agreement for a successor Memorandum of Understanding between Contra Costa County and the Contra Costa County Defenders' Association, implementing negotiated wage agreements and other economic terms and conditions of employment, for the period of July 1, 2022 through June 30, 2026.

FISCAL IMPACT:

The estimated increase in salary costs of the negotiated contract between the County and the Contra Costa County Defenders' Association is \$990,000 for Fiscal Year 2022-2023, \$1,039,500 for FY23-24, \$1,091,475 for FY24-25, and \$1,146,049 for FY25-26. Employees in the Deputy Public Defender series may exchange up to 1/3 of their annual vacation accruals for cash, at an estimated annual cost of \$200,000. The Juneteenth Holiday will have an approximate cost of \$1.3 million per year for all employee groups in the County. The Pandemic Service Relief Payment has an estimated one-time cost for the nine Coalition unions of approximately \$16.3 million and a County-wide one-time cost of \$22.8 million.

BACKGROUND:

The County began bargaining with the Union Coalition unions on April 18, 2022. A Tentative Agreement was reached between the County and the Defenders' Association on February 17, 2023. The Association ratified the Agreement on February 20, 2023. The resulting Memorandum of Understanding between the County and the Union, attached, includes modifications to wages, health care, and other benefit changes. In summary, those changes are:

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: David Sanford, Chief of Labor Relations (925)
655-2070

By: , Deputy

cc:

BACKGROUND: (CONT'D)

In summary, those changes are:

- Duration of Agreement - Section 39.4
 - The term of the agreement is from July 1, 2022 through June 30, 2026.
- General Wages - Section 5.1
 - Effective February 1, 2023, the base rate of pay for all classifications represented by the Association will be increased by five percent (5.0%). Note that pay increases for the Deputy Public Defender series already went into effect on August 1, 2022.
 - Effective July 1, 2023, the base rate of pay for all classifications represented by the Association will be increased by five percent (5.0%).
 - Effective July 1, 2024, the base rate of pay for all classifications represented by the Association will be increased by five percent (5.0%).
 - Effective July 1, 2025, the base rate of pay for all classifications represented by the Association will be increased by five percent (5.0%).
 - COVID-19 Pandemic Service Relief Payment of up to \$2,500.
 - Compensation study language regarding a County-conducted study of the Public Defender Investigator II position.
- Medical, Life and Dental Care - Section 16
 - Amends dental plan design.
 - Increases the health savings account County contribution from \$625 to \$750 annually for participants in the Kaiser High Deductible Health Plan.
 - Medical Plan Cost Sharing for Active Employees reopener in 2024.
 - Amended language for the existing Joint Labor/Management Benefits Committee
- Leave of Absence - Section 14
 - Clarifies and amends references to FMLA and CFRA throughout.
 - Cleans up section to be consistent with the law.
- Sick Leave - Section 12
 - Amend language surrounding leave for pregnancy disability.
 - Clarify that Workers' Compensation reimbursement rate is 75% for all employees.
 - Various language clean up.
- Definition of Promotion and Transfer
 - Updates current definitions to help ensure identified personnel transactions are processed consistently.
- Vacation Buy-Back - Section 11.7
 - Provides for vacation buy-back for employees in the Deputy Public Defender series hired on and after January 1, 2012.
- Law School Student Loan Reimbursement Program - Section 25.3
 - Include the Deputy Public Defender III classification in the existing loan reimbursement program.
- Compensatory Time - Section 7.3
 - Amend timeframe for selecting compensatory time.
- Incorporate or delete obsolete attachments, clean up language throughout.
- *Note that all financial benefits applied to the Deputy District Attorneys Association have already been applied to employees in the Deputy Public Defenders series as of August 1, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

Employees would be out of contract, which may cause labor issues.

ATTACHMENTS

MOU

Resolution 2023/65

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CONTRA COSTA COUNTY
AND
CONTRA COSTA COUNTY DEFENDERS ASSOCIATION**

This Memorandum of Understanding (MOU) is entered into pursuant to the authority contained in Division 34 of Board of Supervisors' Resolution 81/1165 and has been jointly prepared by the parties. The Chief of Labor Relations (County Administrator) is the representative of Contra Costa County in employer-employee relations matters as provided in Board of Supervisors Resolution 81/1165.

The parties have met and conferred in good faith regarding wages, hours and other terms and conditions of employment for the employees in units in which the Association is the recognized representative, have freely exchanged information, opinions and proposals and have endeavored to reach agreement on all matters relating to the employment conditions and employer-employee relations covering such employees.

This MOU shall be presented to the Contra Costa County Board of Supervisors, as the governing board of Contra Costa County, as the joint recommendations of the undersigned for salary and employee benefit adjustments for the term set forth herein.

DEFINITIONS

DEFINITIONS

- A. **Appointing Authority:** Department Head unless otherwise provided by statute or ordinance.
- B. **Association:** The Contra Costa County Defenders Association.
- C. **Class:** A group of positions sufficiently similar with respect to the duties and responsibilities that similar selection procedures and qualifications may apply and that the same descriptive title may be used to designate each position allocated to the group.
- D. **Class Title:** The designation given to a class, to each position allocated to the class, and to the employees allocated to the class.
- E. **County:** Contra Costa County.
- F. **Demotion:** The change of a permanent employee to another position in a class allocated to a salary range for which the top step is lower than the top step of the class which the employee formerly occupied except as provided for under Transfer or as otherwise provided for in this MOU, in the Personnel Management Regulations, or in specific resolutions governing deep classes.
- G. **Director of Human Resources:** The person designated by the County Administrator to serve as the Assistant County Administrator-Director of Human Resources.
- H. **Eligible:** Any person whose name is on an employment or reemployment or layoff list for a given class.
- I. **Employee:** A person who is an incumbent of a position or who is on leave of absence in accordance with provisions of this MOU and whose position is held pending his return.
- J. **Employment List:** A list of persons who have been found qualified for employment in a specific class.
- K. **Layoff List:** A list of persons who have occupied positions allocated to a class in the Merit System and who have been involuntarily separated by layoff or displacement or demoted by displacement, or have voluntarily demoted in lieu of layoff or displacement, or have transferred in lieu of layoff or displacement.
- L. **Permanent-Intermittent Position:** Any position that requires the services of an incumbent for an indefinite period of time, but on an intermittent basis, as needed, paid on an hourly basis. Notwithstanding any other provision of this MOU, permanent-intermittent employees are entitled to an hourly wage and FLSA overtime, when applicable, but no other pays or employment benefits, unless this MOU specifically references “Permanent Intermittent” employees for a pay or benefit.

- M. Permanent Part-Time Position:** Any position which will require the services of an incumbent for an indefinite period, but on a regularly scheduled less than full-time basis.
- N. Permanent Position:** Any position which has required, or which will require the services of an incumbent without interruption, for an indefinite period.
- O. Promotion:**
1. The change of a permanent employee to another position in a class allocated to a salary range for which the top step is higher than the top step of the class which the employee formerly occupied, except as set forth in the definition of “transfer” or as provided for under Transfer or as otherwise provided for in this MOU, in the Personnel Management Regulations, or in specific resolutions governing deep classes.
 2. A Promotion also occurs when an employee is selected from an eligible list established as a result of a competitive recruitment to a different classification with a top step that is greater than or equal to the top step of the classification the employee previously occupied. When an action is determined to be a promotion on the basis of the employee being selected from an eligible list as a result of a competitive recruitment, the provisions of a deep class resolution that are in conflict with this section shall not apply.
- P. Position:** The assigned duties and responsibilities calling for the regular full-time, part-time or intermittent employment of a person.
- Q. Reallocation:** The act of reassigning an individual position from one class to another class at the same range of the salary schedule or to a class which is allocated to another range that is within five percent (5%) of the top step, except as otherwise provided for in the Personnel Management Regulations, deep class resolutions or other ordinances.
- R. Reclassification:** The act of changing the allocation of a position by raising it to a higher class or reducing it to a lower class on the basis of significant changes in the kind, difficulty or responsibility of duties performed in such position.
- S. Reemployment List:** A list of persons who have occupied positions allocated to any class in the merit system and who have voluntarily separated and are qualified for consideration for reappointment under the Personnel Management Regulations governing reemployment.
- T. Resignation:** The voluntary termination of permanent employment with the County.
- U. Temporary Employment:** Any employment in the Merit System that requires the services of an incumbent for a limited period of time, paid on an hourly basis, not in an allocated position and not in permanent status. Notwithstanding any other provision of this MOU, temporary employees are entitled to an hourly wage and FLSA overtime, when applicable, but no other pays or employment benefits,

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unless this MOU specifically references “Temporary” employees for a pay or benefit.

V. Transfer:

1. The change of an employee who has permanent status in a position to another position in the same class in a different department.
2. Transfer is also the change of an employee who has permanent status in a position to another position in a different classification if the top step of the salary range for the new classification is not more than five percent greater or five percent less than the top step of the classification previously occupied by the employee, or as otherwise defined in promotion, or deep class ordinances or resolutions.

SECTION 1 - ASSOCIATION RECOGNITION

SECTION 1 - ASSOCIATION RECOGNITION

The Contra Costa County Defenders' Association is the formally recognized employee organization for the representation units listed below, and such organization has been certified as such pursuant to Board of Supervisors' Resolution 81/1165.

CCC Public Defenders Association Unit
Public Defender Investigators Unit

SECTION 2 - ASSOCIATION SECURITY

2.1 Dues Deduction. Pursuant to Board of Supervisors' Resolution 81/1165, only a majority representative may have dues deduction and as such the Association has the exclusive privilege of dues deduction for all employees in its units.

The Association shall indemnify, defend, and save the County harmless against any and all claims, demands, suits, orders, or judgments, or other forms of liability that arise out of or by reason of this association security Side Letter, or action taken or not taken by the County under this Side Letter. This includes, but is not limited to, the County's attorneys' fees and costs. The provisions of this subsection shall not be subject to the grievance procedure following the adoption of this Side Letter by the County Board of Supervisors.

2.2 Communicating With Employees. Representatives of the Association, not on County time, shall be permitted to place employee literature at designated locations in County buildings if arranged through the Department Head or designated representative.

2.3 Use of County Buildings. The Association shall be allowed the use of areas normally used for meeting purposes for meetings of County employees during non-work hours when:

- A. Such space is available.
- B. There is no additional material cost to the County.
- C. It does not interfere with normal County operations.
- D. Employees in attendance are not on duty and are not scheduled for duty.
- E. The meetings are on matters within the scope of representation. The administrative official responsible for the space shall establish and maintain scheduling of such uses. The Association shall maintain proper order at the meeting, and see that the space is left in a clean and orderly condition. The use of County equipment (other than items normally used in the conduct of business meetings, such as desks, chairs, ashtrays, and blackboards) is strictly prohibited, even though it may be present in the meeting area.

SECTION 2 - ASSOCIATION SECURITY

2.4 Advance Notice. The Association shall, except in cases of emergency, have the right to reasonable notice of any ordinance, rule, resolution or regulation directly relating to matters within the scope of representation proposed to be adopted by the Board, or boards and commissions appointed by the Board, and to meet with the body considering the matter. The listing of an item on a public agenda, or the mailing of a copy of a proposal at least seventy-two (72) hours before the item will be heard, or the delivery of a copy of the proposal at least twenty-four (24) hours before the item will be heard, shall constitute notice. In cases of emergency when the Board, or boards and commissions appointed by the Board, determines it must act immediately without such notice or meeting, it shall give notice and opportunity to meet as soon as practical after its action.

2.5 New Employees.

- A. The County will provide a written statement to each new employee hired into a classification in any of the bargaining units represented by the Association, that the employee's classification is represented by the Association and the name of a representative of the Association. The County will provide the employee with a packet of information which has been supplied by the Association and which may, at the Association's option, include a membership or dues deduction authorization form.
- B. The County will provide written notice of both Employer-wide and department level new employee orientations (no matter how few participants, and whether in person, online or through other means or mediums) to the Association, at least ten (10) business days prior to the event.
- C. The new employee orientation notice provided to the Association will include the date, time and location of the orientation.
- D. Representatives of the Association shall be permitted to make a presentation of up to thirty (30) minutes, and present written materials, at the end of the orientation.
- E. One bargaining unit member attending orientation as the Association representative shall be given paid release time sufficient to cover the Association's presentation and travel time. The Association will provide the name of any employee who they wish to be released at least 48 hours in advance to the Labor Relations Manager.
- F. The County shall monthly furnish a list of all new hires to the Association.

2.6 Notification of Dues Deduction Changes. The Association shall regularly provide the County with the names of employees for whom dues deductions should be initiated, changed, or discontinued pursuant to this section in a manner that has been mutually agreed upon by the County and the Association and set forth in a separate protocol document. The Association will submit a spreadsheet in an agreed upon format to the Office of the Auditor-Controller via email. Requests for dues deductions received by the Auditor-Controller by the close of business at least five (5) business days prior to the end of the pay period will be implemented in the following pay period.

SECTION 3 - NO DISCRIMINATION/AMERICANS WITH DISABILITIES ACT (ADA)

The Association certifies that it will only send requests to initiate dues deductions for employees who have authorized the deductions.

2.7 Assignment of Classes to Bargaining Units. The Employee Relations Officer or the Employee Relations Officer's designee shall assign new classes in accordance with the following procedure:

- A. Initial Determination. When a new class title is established, the Employee Relations Officer or the Employee Relations Officer's designee shall review the composition of existing representation units to determine the appropriateness of including some or all of the employees in the new class in one or more existing representation units, and within a reasonable period of time shall notify all recognized employee organizations of his/her determination.
- B. Final Determination. The initial determination is final unless within ten (10) days after notification a recognized employee organization requests in writing to meet and confer thereon.
- C. Meet and Confer and Other Steps. The Employee Relations Officer or the Employee Relations Officer's designee shall meet and confer with such requesting organizations (and with other recognized employee organizations where appropriate) to seek agreement on this matter within sixty (60) days after the ten (10) day period in paragraph B, unless otherwise mutually agreed. Thereafter, the procedures in cases of disagreement, arbitration referral and expenses, and criteria for determination shall conform to Board of Supervisor's Resolution 81/1165.

SECTION 3 - NO DISCRIMINATION/AMERICANS WITH DISABILITIES ACT (ADA)

To the extent prohibited by applicable law the County shall not discriminate against an employee because of sex, race, creed, color, national origin, sexual orientation, age, disability or Association activities.

The County and the Association recognize that the Employer has an obligation to reasonably accommodate a qualified employee with a disability. If the County contemplates a reasonable accommodation to comply with the Americans with Disabilities Act (ADA) or the California Fair Employment and Housing Act (FEHA) and such accommodation would conflict with any provision of this Agreement, the County will notify the Association of the proposed accommodation. Upon request within ten (10) days following such notice, the Association may request that the County meet and confer with the Association on the impact of such accommodation. The Parties will meet within seven (7) days following the County's receipt of such notice to meet and confer.

If the County and the Association do not reach agreement, the County may implement the accommodation if required by law without further negotiations. Nothing in this MOU shall preclude the County from taking actions necessary to comply with the requirements of the ADA or FEHA.

SECTION 3 - NO DISCRIMINATION/AMERICANS WITH DISABILITIES ACT (ADA)

SECTION 4 - ASSOCIATION REPRESENTATIVES

4.1 Attendance at Meetings. Employees designated as Association representatives shall be allowed to attend meetings held by County agencies during regular working hours on County time as follows:

- A. If their attendance is required by the County at a specific meeting, including meetings of the Board of Supervisors.
- B. If their attendance is sought by a hearing body or presentation of testimony or other reasons.
- A. If their attendance is required for meetings scheduled at reasonable times agreeable to all parties, required for settlement of grievances filed pursuant to Section 21 (Grievance Procedure) of this MOU.
- B. If they are designated as an Association representative, in which case they may utilize a reasonable time at each level of the proceedings to assist an employee to present a grievance provided the meetings are scheduled at reasonable times agreeable to all parties.
- C. If they are designated as spokesperson or representative of the Association and as such make representations or presentations at meetings or hearings on wages, salaries and working conditions; provided in each case advance arrangements for time away from the employee's work station or assignment are made with the appropriate department head, and the County agency calling the meeting is responsible for determining that the attendance of the particular employee(s) is required, including meetings of the Board of Supervisors and Retirement Board where items which are within the scope of representation and involving the Association are to be discussed.
- D. Association representatives shall advise, as far in advance as possible, their immediate supervisor, or his/her designee, of their intent to engage in Association business. All arrangements for release time shall include the location, the estimated time needed and the general nature of the Association business involved (e.g. grievance meeting, Skelly hearing).
- E. Official representatives of the Association shall be allowed time off on County time for meetings during regular working hours when formally meeting and conferring in good faith or consulting with the Chief of Labor Relations or designee or other management representatives on matters within the scope of representation, provided that the number of such representatives shall not exceed two (2) without prior approval of the Labor Relations Officer, and that advance arrangements for the time away from the work station or assignment are made with the appropriate Department Head.

SECTION 5 - SALARIES

4.2 Association-Sponsored Training Programs. The County shall provide a maximum of twenty-four (24) hours per year of release time for Association designated representatives to attend Association-sponsored training programs. Requests for release time shall be provided in writing to the Department and the County Human Resources Department at least fifteen (15) days in advance of the time requested. Department Heads will reasonably consider each request and notify the affected employee whether such request is approved within one (1) week of receipt.

SECTION 5 - SALARIES

5.1 General Wages.

1. Effective August 1, 2022, or the first day of the month during which adoption of the MOU by the Board of Supervisors occurs, whichever is later, the base rate of pay for all classifications represented by the CCCDA will be increased by five percent (5%).
2. Effective July 1, 2023, the base rate of pay for all classifications represented by the CCCDA will be increased by five percent (5%).
3. Effective July 1, 2024, the base rate of pay for all classifications represented by the CCCDA will be increased by five percent (5%).
4. Effective July 1, 2025, the base rate of pay for all classifications represented by the CCCDA will be increased by five percent (5%).

Longevity Pay. Permanent, full-time and permanent part-time employees at ten (10) years of County service shall receive a two and one-half percent (2.5%) longevity pay differential. Permanent, full-time employees at fifteen (15) years of County service shall receive an additional two and one-half percent (2.5%) longevity pay differential. Permanent, full-time and permanent part-time employees who have completed twenty (20) years of Contra Costa County service will receive a two percent (2%) longevity differential effective on the first day of the month following the month in which the employee qualifies for the twenty (20) year service award. For those employees who completed twenty (20) years of service on or before November 1, 2012, this longevity differential will be paid prospectively only from November 1, 2012.

5.2 Entrance Salary. New employees shall generally be appointed at the minimum step of the salary range established for the particular class of position to which the appointment is made. However, the appointing authority may fill a particular position at a step above the minimum of the range if mutually agreeable guidelines have been developed in advance or the Director of Human Resources (or designee) offers to meet and confer with the Association on a case by case basis each time prior to formalizing the appointment.

5.3 Anniversary Dates. Anniversary dates will be set as follows:

A. **New Employees.** The anniversary date of a new employee is the first day of the calendar month after the calendar month when the employee

SECTION 5 - SALARIES

successfully completes six (6) months service provided however, if an employee began work on the first regularly scheduled workday of the

month the anniversary date is the first day of the calendar month when the employee successfully completes six (6) months service.

- B. Promotions. The anniversary date of a promoted employee is determined as for a new employee in subsection 5.3 (Anniversary Dates) Paragraph A (New Employees) above.
- C. Demotions. The anniversary of a demoted employee is the first day of the calendar month after the calendar month when the demotion was effective.
- D. Transfer, Reallocation & Reclassification. The anniversary date of an employee who is transferred to another position or one whose position has been reallocated or reclassified to a class allocated to the same salary range or to a salary range which is within five percent (5%) of the top step of the previous classification, remains unchanged.
- E. Reemployment. The anniversary of an employee appointed from a reemployment list to the first step of the applicable salary range and not required to serve a probation period is determined in the same way as the anniversary date is determined for a new employee who is appointed the same date, classification and step and who then successfully completes the required probationary period.
- F. Notwithstanding other provisions of this Section 5 (Salaries), the anniversary of an employee who is appointed to a classified position from outside the County's merit system at a rate above the minimum salary for the employee's new class, or who is transferred from another governmental entity to this County's merit system, is one (1) year from the first day of the calendar month after the calendar month when the employee was appointed or transferred; provided however, when the appointment or transfer is effective on the employee's first regularly scheduled work day of that month, his/her anniversary date is one (1) year after the first calendar day of that month.

5.4 Increments Within Range. The performance of each employee, except those of employees already at the maximum salary step of the appropriate salary range, shall be reviewed on the anniversary date as set forth in subsection 5.3 (Anniversary Dates) to determine whether the salary of the employee shall be advanced to the next higher step in the salary range.

SECTION 5 - SALARIES

Advancement shall be granted on the affirmative recommendation of the appointing authority, based on satisfactory performance by the employee. The appointing authority may recommend denial of the increment or denial subject to one additional review at some specified date before the next anniversary which must be set at the time the original report is returned. Except as herein provided, increments within range shall not be granted more frequently than once a year, nor shall more than one (1) step within range increment be granted at one time. In case an appointing authority recommends denial of the within range increment on some particular anniversary date, but recommends a special salary review at some date before the next anniversary the special salary review shall not affect the regular salary review on the next anniversary date. Nothing herein shall be construed to make the granting of increments mandatory on the County. If an operating department verifies in writing that an administrative or clerical error was made in failing to submit the documents needed to advance an employee to the next salary step on the first of the month when eligible, said advancement shall be made retroactive to the first of the month when eligible.

5.5 Part-Time Compensation. A part-time employee shall be paid a monthly salary in the same ratio to the full-time monthly rate to which the employee would be entitled as a fulltime employee under the provisions of this Section 5 (Salaries), as the number of hours per week in the employee's part-time work schedule bears to the number of hours in the full-time work schedule of the department.

5.6 Compensation for Portion of Month. Any employee who works less than any full calendar month, except when on earned vacation or authorized sick leave, shall receive as compensation for services an amount which is in the same ratio to the established monthly rate as the number of days worked is to the actual working days in such employee's normal work schedule for the particular month; but if the employment is intermittent, compensation shall be on an hourly basis.

5.7 Position Reclassification. An employee who is an incumbent of a position which is reclassified to a class which is allocated to the same range of the basic salary schedule as is the class of the position before it was reclassified, shall be paid at the same step of the range as the employee received under the previous classification.

An incumbent of a position which is reclassified to a class which is allocated to a lower range of the basic salary schedule shall continue to receive the same salary as before the reclassification, but if such salary is greater than the maximum of the range of the class to which the position has been reclassified, the salary of the incumbent shall be reduced to the maximum salary for the new classification. The salary of an incumbent of a position which is reclassified to a class which is allocated to a range of the basic salary schedule greater than the range of the class of the position before it was reclassified shall be governed by the provisions of subsection 5.9 (Salary on Promotion).

5.8 Salary Reallocation & Salary on Reallocation.

A. In a general salary increase or decrease, an employee in a class which is reallocated to a salary range above or below that to which it was previously allocated, when the number of steps remain the same, shall be compensated at the same step in the new salary range the employee was receiving in the range to which the class was previously allocated. If the reallocation is from one salary range with more steps to a range with fewer

SECTION 5 - SALARIES

steps or vice versa, the employee shall be compensated at the step on the new range which is in the same percentage ratio to the top step of the new range as was the salary received before reallocation to the top step of the old range, but in no case shall any employee be compensated at less than the first step of the range to which the class is allocated.

- B. If a classification is reallocated from a salary range with more steps to a salary range with fewer steps on the salary schedule, apart from the general salary increase or decrease described in subsection 5.8 (Salary Reallocation & Salary on Reallocation) paragraph A, each incumbent of a position in the reallocated class shall be placed upon the step of the new range which equals the rate of pay received before the reallocation. If the steps in the new range do not contain the same rates as the old range, each incumbent shall be placed at the step of the new range which is next above the salary rate received in the old range, or if the new range does not contain a higher step, at the step which is next lower than the salary received in the old range.
- C. If an employee is in a position which is reallocated to a different class allocated to a salary range the same as above or below the salary range of the employee's previous class, the incumbent shall be placed at the step in the new class which equals the rate of pay received before reallocation. If the steps in the range for the new class do not contain the same rates as the range for the old class, the incumbent shall be placed at the step of the new range which is next above the salary rate received in the old range; or if the new range does not contain a higher step, the incumbent shall be placed at the step which is next lower than the salary.

5.9 Salary on Promotion. Any employee who is appointed to a position of a class allocated to a higher salary range than the class previously occupied, except as provided under Section 5.12 (Pay for Work in a Higher Classification), shall receive the salary in the new salary range which is next higher than the rate received before promotion. If this increase is less than five percent (5%), the employee's salary shall be adjusted to the step in the new range which is at least five percent (5%) greater than the next higher step; provided however that the next step shall not exceed the maximum salary for the higher class. Upon appointment of a laid off employee from the layoff list to the class from which the employee was laid off, the employee shall be appointed at the step which the employee had formerly attained in the higher class unless such step results in a decrease in which case the employee is appointed to the next higher step. If, however, the employee is being appointed into a class allocated to a higher salary range than the class from which the employee was laid off, the salary will be calculated from the highest step the employee achieved prior to layoff, or from the employee's current step, whichever is higher.

5.10 Salary on Involuntary Demotion. Any employee who is demoted, except as provided under subsection 5.11 (Salary on Voluntary Demotion), shall have his/her salary reduced to the monthly salary step in the range for the class of position to which he/she has been demoted next lower than the salary received before demotion. If this decrease is less than five percent (5%), the employee's salary shall be adjusted to the step in the new range which is five percent (5%) less than the next lower step;

SECTION 5 - SALARIES

provided, however, that the next step shall not be less than the minimum salary for the lower class. Whenever the demotion is the result of layoff, cancellation of positions or displacement by another employee with greater seniority rights, the salary of the demoted employee shall be that step on the salary range which he/she would have achieved had he/she been continuously in the position to which he/she has been demoted, all within-range increments having been granted.

5.11 Salary on Voluntary Demotion. Whenever any employee voluntarily demotes to a position in a class having a salary schedule lower than that of the class from which he or she demotes, his or her salary shall remain the same if the steps in his or her new (demoted) salary range permit, and if not, the new salary shall be set at the step next below former salary.

5.12 Pay for Work in Higher Classification. When an employee in a permanent position in the merit system is required to work in a classification for which the compensation is greater than that to which the employee is regularly assigned, the employee shall receive compensation for such work at the rate of pay established for the higher classification pursuant to subsection 5.9 (Salary on Promotion) of this Memorandum of Understanding, at the start of the second full day in the assignment, under the following conditions. Payment shall be made retroactive after completing the first forty (40) consecutive hours worked in the higher classification.

- A. When an employee is assigned to a program, service or activity established by the Board of Supervisors which is reflected in an authorized position which has been classified and assigned to the Salary Schedule.
- B. The nature of the departmental assignment is such that the employee in the lower classification performs a majority of the duties and responsibilities of the position of the higher classification.
- C. Employee selected for the assignment will normally be expected to meet the minimum qualifications for the higher classification.
- D. The County shall make reasonable efforts to offer out of class assignments to all interested employees on a voluntary basis. Pay for work in a higher classification shall not be utilized as a promotional procedure provided in this Memorandum of Understanding.
- E. Higher pay assignments shall not exceed six (6) months except through reauthorization.
- F. If approval is granted for pay for work in a higher classification and the assignment is terminated and later re-approved for the same employee within one hundred eighty days (180) no additional waiting period will be required.
- G. Any incentives (e.g., the education incentive) and special differentials (e.g., bilingual differential) accruing to the employee in his/her permanent position shall continue.

SECTION 5 - SALARIES

- H. During the period of work for higher pay in a higher classification, an employee will retain his/her permanent classification, and anniversary and salary review dates will be determined by time in that classification; except that if the period of work for higher pay in a higher classification exceeds one year continuous employment, the employee, upon satisfactory performance in the higher classification, shall be eligible for a salary review in that class on his/her next anniversary date. Notwithstanding any other salary regulations, the salary step placement of employees appointed to the higher class immediately following termination of the assignment shall remain unchanged.
- I. Allowable overtime pay, shift differentials and/or work location differentials will be paid on the basis of the rate of pay for the higher class.

5.13 **Payment.** On the tenth (10th) day of each month, the Auditor will draw a warrant upon the Treasurer in favor of each employee for the amount of salary due the employee for the preceding month; provided however, that each employee (except those paid on an hourly rate) may choose to receive an advance on the employee's monthly salary, in which case the Auditor shall, on the twenty-fifth (25th) day of each month, draw his/her warrant upon the Treasurer in favor of such employee. The advance shall be in an amount equal to one-third (1/3) or less (at the option of the employee) of the employee's basic salary of the previous month except that it shall not exceed the amount of the previous month's basic salary less all requested or required deductions. The election to receive the advance shall be made on-line using Employee Self Service (ESS). If the employee makes an update between the 1st and 15th of the month, then the change will impact the current month's advance. If the employee makes the update after the 15th it will impact the following month's advance. Such an election will remain effective until revoked. In the case of an election made pursuant to this Section 5.13, (**Payment**), all required or requested deductions from salary shall be taken from the second installment, which is payable on the tenth (10th) day of the following month.

5.14 **Discretionary Steps.**

- A. The Public Defender may grant a performance step(s) to incumbents in the class of Deputy Public Defender IV, subject to the following conditions:
1. Each performance step is equal to two and one-half percent (2½%) of the affected employee's base salary rate in effect on December 31 preceding the effective date of the increase.
 2. The Public Defender may award a maximum of two (2) merit steps to the same employee for the same calendar year.
 3. The affected employee's base salary rate must be at the top merit step of the salary range.
 4. The award must be based on an annual evaluation of work performance.

SECTION 5 - SALARIES

5. The performance step(s) will be awarded effective January 1st of the applicable calendar year.
 6. Each performance step shall remain in effect for twelve (12) months from the date performance pay is granted. The Public Defender may renew the step(s) award in increments of twelve (12) months at his or her discretion.
 7. The Public Defender may rescind a performance step(s) effective the first of any month based on an evaluation of performance.
- B. The Public Defender shall provide to the Department staff by January 31st of each year the names of employees who have been awarded performance pay.
- C. Effective June 30, 2015, the Public Defender may grant a performance step(2) to employees in the classification of Deputy Public Defender III subject to the conditions described in Section 5.14A, above.

5.15 Parallel Deputy Public Defender Compensation Adjustments.

- A. Except as provided in subsection 5.1, General Wages, of this Section, the Parties agree that the base salary rates and ranges for the corresponding level(s) of the Public Defender classification series shall be subject to the same generally applicable base salary rate increases and decreases as are applied to the corresponding level(s) of the Deputy District Attorney classification series at the same time such increases or decreases are applied to that level. For example, if the Deputy District Attorney classification series is granted a two percent increase, the Deputy Public Defender classification series will receive a two percent increase. For purposes of this subsection, corresponding levels are:
- Deputy Public Defender Fixed-Term corresponds to Deputy District Attorney Fixed-Term;
 - Deputy Public Defender I, II and III corresponds to Deputy District Attorney Basic; and
 - Deputy Public Defender IV corresponds to Deputy District Attorney Advanced.

Nothing in this subsection shall be construed to prevent, truncate, or negate in any manner any term of the Parties' Special Agreement concerning Agreed Upon Temporary Absences ("ATA").

- B. Subsection 5.15, paragraph A does not apply to the Deputy Public Defender special assignment classification.
- C. If the County and Deputy District Attorneys Association hereafter enter into an MOU that includes any new benefits, deletes or modifies existing benefits, the same new benefit or deletion or modification of existing benefits shall simultaneously apply to the Deputy Public Defenders classification series. For purposes of this provision, only new, modified, or

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deleted benefits included for the Deputy District Attorney Fixed Term classification apply to the Deputy Public Defender Fixed Term classification.

5.16 COVID Pandemic Service Relief Payment

In recognition of the services County employees performed as essential workers during an extraordinary public health emergency, the County will pay a one-time lump sum COVID Pandemic Service Relief Payment (PSRP) to the following County employees who meet the listed criteria:

Permanent Employees. Permanent full-time employees, including project employees, who meet all of the following criteria will be paid a one-time, lump sum COVID Pandemic Service Relief Payment (PSRP) of two thousand five-hundred dollars (\$2,500) on the 10th of the month following approval of this MOU by the Board of Supervisors. Permanent part-time employees, including part-time project employees, who meet all of the following criteria will be paid a prorated one-time, lump sum payment. The prorated lump sum payment will be calculated by multiplying two thousand five-hundred dollars (\$2,500) by the percentage that the employee's approved position hours are to forty (40) hours (for example: $\$2,500 \times (20/40) = \$1,250$).

Temporary Employees. Temporary employees who meet all of the following criteria will be paid a one-time, lump sum COVID Pandemic Service Relief Payment (PSRP) of one thousand two hundred and fifty dollars (\$1,250) on the 10th of the month following approval of this MOU by the Board of Supervisors. Employees who met the criteria as a temporary employee but achieved permanent status by the date of the approval of this MOU by the Board of Supervisors will receive the PSRP in accordance with the formula set forth for permanent employees.

Criteria:

- a. The employee must be employed with the County on the date the MOU is approved by the Board of Supervisors.
- b. The employee must have been in paid status and actively working for at least twelve (12) months during the time period of April 1, 2020 through December 31, 2021.
- c. The COVID PSRP will be subject to any required deductions and/or withholdings.
- d. Per diem employees are not eligible for the payment.

5.17 Compensation Study.

- A. County Human Resources shall conduct and complete a compensation study for the following classification:

6NVA	Public Defender Investigator II
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SECTION 6 - DAYS AND HOURS OF WORK

- B. Comparator Agencies – The following comparator agencies will be utilized in the classification studies: Alameda County, Marin County, Napa County, City and County of San Francisco, San Mateo County, Santa Clara County, Solano County, and Sonoma County.
- C. The County will complete the studies and the County will notify the Union of the studies' findings no later than June 30, 2023. Upon request of the Union, the County and Union will discuss the findings of the salary studies. Where a study determines that a salary for a classification is more than twelve and one-half percent (12.5%) below the median of the comparator agencies, upon request of the Union, the parties will discuss appropriate salary adjustments, taking into consideration all relevant factors including any scheduled salary increases, any current recruitment and retention problems for the classification, the overall financial condition of the County and/or Department, and the overall budgetary impacts of any salary increases. The parties may also discuss internal compaction issues that may result from any adjustments to a benchmark classification. For example, a salary adjustment to a Planner II (5AVA) may lead to consideration of an adjustment to the Planner III (5ATA), depending on the nature of the resulting salary compaction and the relationship of the classes in the Planner series. Nothing in this Section shall be construed to require the County to agree to adjust the salary of a particular classification or to adjust salaries to a specific market position.

SECTION 6 - DAYS AND HOURS OF WORK

6.1. Definitions.

- A. **Regular Work Schedule:** A regular work schedule is eight (8) hours per day, Monday through Friday, inclusive, for a total of forty (40) hours per week.
- B. **Workweek for Employees on Regular Work Schedules:** For employees on a regular work schedule, the workweek begins at 12:01 a.m. on Monday and ends at 12 midnight on Sunday.

6.2 Timestamp: Each and every temporary and permanent intermittent employee (hereafter called "hourly employees") must timestamp in and out as he/she begins his/her work shift/day, finishes his/her work shift/day, and takes meal breaks.

6.3 Accrual Usage: The use of leave accruals must be reported in one minute increments and may not be rounded.

6.4 Automated Time Keeping: The Association agrees to the implementation of an automated timekeeping system by the County. The Association waives its right to meet and confer regarding any impacts that result from the County's implementation of the automated timekeeping system. The Association agrees to convert from the current monthly payroll procedures with an advance to a new payroll procedure to be determined.

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

7.1 **Application of Overtime and Compensatory Time Off.** Overtime pay and compensatory time off provided in subsection 7.2, Overtime, subsection 7.3, Compensatory Time, and subsection 7.4, Straight Time Pay and Straight Time Compensatory Time, do not apply to employees in classifications in the Public Defender series or to other employees exempt from overtime under the Fair Labor Standards Act.

7.2 **Overtime.**

A. Permanent full-time and part-time employees will be paid overtime pay or overtime compensatory time off for any authorized work performed:

- 1) in excess of forty (40) hours per week; or
- 2) in excess of eight (8) hours per day and that exceed the employee's daily number of scheduled hours. For example, an employee who is scheduled to work ten (10) hours per day and who works eleven (11) hours on a particular day will be paid one (1) hour of overtime.

Work performed does not include non-worked hours. Overtime pay is compensated at the rate of one and one-half (1-1/2) times the employee's base rate of pay (not including shift and any other special differentials). Any special differentials that are applicable during overtime hours worked will be computed on the employee's base rate of pay, not on the overtime rate of pay.

Overtime for permanent employees is earned and credited in a minimum of one-tenth hour (6 minute) increments and is compensated by either pay or compensatory time off.

B. Permanent Intermittent and temporary employees will be paid overtime pay for any authorized work performed in excess of forty (40) hours per week or in excess of eight (8) hours per day. Work performed does not include non-worked hours. Overtime pay is compensated at the rate of one and one-half (1.5) times the employee's hourly base rate of pay (not including shift or any other special differentials). Any special differentials that are applicable during overtime hours worked will be computed on the employee's base hourly rate of pay, not on the overtime rate of pay.

7.3 **Compensatory Time.** The following provisions shall apply:

A. Employees may annually elect to accrue overtime compensatory time off in lieu of overtime pay. Eligible employees who elect to receive compensatory time off must agree to do so for a full fiscal year (July 1 through June 30). The employee must notify his/her departmental payroll staff of any change in the election by May 31 of each year.

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

- B. The names of those employees electing to accrue compensatory time off shall be placed on a list maintained by the Department. New employees hired after May 31 of each year who become eligible (i.e., newly hired employees, employees promoting, demoting, etc.) for compensatory time off in accordance with these guidelines must wait until the next fiscal year to select compensatory time. The employee will become eligible to elect compensatory time for the following fiscal year as outlined in 7.3.A. above.
- C. Compensatory time off shall be accrued at the rate of one and one-half (1-1/2) times the actual authorized overtime hours worked by the employee.
- D. Employees may not accrue a compensatory time off balance that exceeds one hundred twenty (120) hours (i.e., eighty [80] hours at time and one-half). Once the maximum balance has been attained, authorized overtime hours will be paid at the overtime rate. If the employee's balance falls below one hundred twenty (120) hours, the employee shall again accrue compensatory time off for authorized overtime hours worked until the employee's balance again reaches one hundred twenty (120) hours.
- E. Accrued compensatory time off shall be carried over for use in the next fiscal year; however, as provided in d above, accrued compensatory time off balances may not exceed one hundred twenty (120) hours.
- F. The use of accrued compensatory time off shall be by mutual agreement between the Department Head or his/her designee and the employee. Compensatory time off shall not be taken when the employee should be replaced by another employee who would be eligible to receive, for time worked, either overtime payment or compensatory time accruals as provided for in this Section 7.3 (Compensatory Time). This provision may be waived at the discretion of the Department Head or his or her designee.
- G. When an employee promotes, demotes, or transfers from one classification eligible for compensatory time off to another classification eligible for compensatory time off within the same department, the employee's accrued compensatory time off balance will be carried forward with the employee.
- H. Compensatory time accrual balances will be paid off when an employee moves from one department to another through promotion, demotion or transfer. Said payoff will be made in accordance with the provisions and salary of the class from which the employee is promoting, demoting or transferring as set forth in subsection 7.3 (Compensatory Time) paragraph I below.
- I. Since employees accrue compensatory time off at the rate of one and one-half (1-1/2) hours for each hour of authorized overtime worked, they shall be paid their accrued hours of compensatory time at the straight time rate of pay whenever:

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

1. The employee changes status and is no longer eligible for compensatory time off.
 2. The employee promotes, demotes or transfers to another department.
 3. The employee separates from County service.
 4. The employee retires.
- J. The Office of the County Auditor-Controller will establish timekeeping procedures to administer this Section 7 (Overtime and Compensatory Time Off).

7.4 Straight Time Pay and Straight Time Compensatory Time.

- A. Permanent full-time and part-time employees are eligible to receive straight time pay or straight time compensatory time off for hours worked in excess of the employee's daily number of scheduled hours that do not qualify for overtime pay as described in section 7.2, above.
- B. Straight time pay is calculated at the rate of one (1.0) times the employee's base rate of pay (not including differentials or shift pays).
- C. Straight time compensatory time off is accrued at the rate of one (1.0) times the number of straight time hours worked as defined in 7.4.A. above. The election of compensatory time off for overtime hours in lieu of overtime pay means that the employee also elects to receive compensatory time off for straight time hours in lieu of straight time pay. An employee cannot elect to receive straight time compensatory time off for straight time hours if the employee does not also elect to receive compensatory time off for overtime hours, and vice versa. For employees who receive straight time compensatory time off in lieu of straight time pay, except as otherwise set forth in this section 7.4, the rules for administration of compensatory time off described in section 7.3, above, apply to straight time compensatory time off.

SECTION 8 - CALL BACK TIME

Any Public Defender Investigator or Investigator Aide who is called back to duty will be paid for Call Back Time. Call Back Time occurs when an employee is not scheduled to work and is not on County premises, but is called back to work on County premises or for a County work assignment. An employee called back to work will be paid Call Back Time Pay at the rate of one and one-half (1.5) times his/her base rate of pay (not including differentials) for the actual Call Back Time worked plus one (1) hour. An employee called back to work will be paid a minimum of two (2) hours for each Call Back Time event.

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

SECTION 9 - WORKFORCE REDUCTION/LAYOFF/REASSIGNMENT

9.1 Workforce Reduction. If funding reductions or shortfalls in funding occur in a department or are expected, which may result in layoffs, the department will notify the Association and take the following actions:

- A. Identify the classification(s) in which position reductions may be required due to funding reductions or shortfalls.
- B. Advise employees in those classifications that position reductions may occur in their classifications.
- C. Accept voluntary leaves of absence from employees in those classifications which do not appear to be potentially impacted by possible position reductions when such leaves can be accommodated by the department.
- D. Consider employee requests to reduce their position hours from full-time to part-time to alleviate the impact of the potential layoffs.
- E. Approve requests for reduction in hours, lateral transfers, and voluntary demotions to vacant, funded positions in classes not scheduled for layoffs within the department, as well as to other departments not experiencing funding reductions or shortfalls when it is a viable operational alternative for the department(s).
- F. Review various alternatives which will help mitigate the impact of the layoff by working through the Tactical Employment Team (TET) program to:
 - 1. Maintain an employee skills inventory bank to be used as a basis for referrals to other employment opportunities.
 - 2. Determine if there are other positions to which employees may be transferred.
 - 3. Refer interested persons to vacancies which occur in other job classes for which they qualify and can use their layoff eligibility.
 - 4. Establish workshops to aid laid off employees in areas such as resume preparation, alternate career counseling, job search strategy, and interviewing skills.
- G. When it appears to the Department Head and/or Chief of Labor Relations (or designee) that the Board of Supervisors may take action which will result in the layoff of employees in the Public Defender representation unit, the Chief of Labor Relations (or designee) shall notify the Association of the possibility of such layoffs and shall meet and confer with the Association regarding the implementation of the action.

9.2 Separation Through Layoff.

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

- A. Grounds for Layoff. Any employee(s) having permanent status in position(s) in the merit service may be laid off when the position is no longer necessary, or for reasons of economy, lack of work, lack of funds or for such other reason(s) as the Board of Supervisors deems sufficient for abolishing the position(s).
- B. Order of Layoff. The order of layoff in the department shall be based on inverse seniority in the class of positions, the employee in the department with least seniority being laid off first and so on.
- C. Layoff By Displacement.
1. In the Same Class. A laid off permanent full-time employee may displace an employee in the department having less seniority in the same class who occupies permanent part-time position, the least senior employee being displaced first.
 2. In the Same Level or Lower Class. A laid off or displaced employee who had achieved permanent status in a class at the same or lower salary level as determined by the salary schedule in effect at the time of layoff may displace within the department and in the class an employee having less seniority; the least senior employee being displaced first, and so on with senior displaced employees displacing junior employees.
- D. Particular Rules on Displacing.
1. Permanent part-time employees may displace only other permanent part-time employees with less seniority holding permanent positions of the same type respectively.
 2. A permanent full-time employee may displace any part-time employee with less seniority.
 - a) In the same class as provided in Section 9.2 (Separation Through Layoff) paragraph C sub-paragraph 1 (In the Same Class) or,
 - b) In a class of the same or lower salary level as provided in Section 9.2 (Separation Through Layoff) paragraph C sub-paragraph 2 (In the Same Level or Lower Class), if no fulltime employee in a class at the same or lower salary level has less seniority than the displacing employees.
 3. Former permanent full-time employees who have voluntarily become permanent part time employees for the purpose of reducing the impact of a proposed layoff with the written approval of the Director of Human Resources or designee retain their permanent full-time employee seniority rights for layoff purposes

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

only and may in a later layoff displace a full-time employee with less seniority as provided in these rules.

E. Seniority.

1. An employee's seniority within a class for layoff and displacement purposes shall be determined by adding the employee's length of service in the particular class in question to the employee's length of service in other classes at the same or higher salary levels as determined by the salary schedule in effect at the time of layoff. Employees reallocated or transferred without examination from one class to another class having a salary within five percent (5%) of the former class, shall carry the seniority accrued in the former class into the new class. Employees reallocated to a new deep class upon its initiation or otherwise reallocated to a deep class because the duties of the position occupied are appropriately described in the deep class shall carry into the deep class the seniority accrued or carried forward in the former class and seniority accrued in the other class which have been included in the deep class. Service for layoff and displacement purposes includes only the employee's last continuous permanent County employment. Periods of separation may not be bridged to extend such service unless the separation is a result of layoff in which case bridging will be authorized if the employee is reemployed in a permanent position within the employee's layoff eligibility.
2. Approved leaves of absence as provided for in these rules and regulations shall not constitute a period of separation. In the event of ties in seniority rights in the particular class in question, such ties shall be broken by length of last continuous permanent County employment. If there remain ties in seniority rights, such ties shall be broken by counting total time in the department in permanent employment. Any remaining ties shall be broken by random selection among the employees involved.

F. Eligibility for Layoff List. Whenever any person who has permanent status is laid off, has been displaced, has been demoted by displacement or as voluntarily demoted in lieu of layoff or displacement, or has transferred in lieu of layoff or displacement, the person's name shall be placed on the Layoff List for the class of positions from which that person has been removed.

G. Order of Names on Layoff. First, layoff lists shall contain the names of persons laid off, displaced, or demoted because of a layoff or displacement, or who have voluntarily demoted or transferred in lieu of layoff or displacement. Names shall be listed in order of layoff seniority in the class from which laid off, displaced, demoted, or transferred on the date of layoff, the most senior person listed first. In case of ties in seniority, the seniority rules shall apply except that where there is a class seniority tie between persons laid off from different departments the tie(s) shall be broken by length of last continuous permanent County

SECTION 7 – OVERTIME AND COMPENSATORY TIME OFF

employment with remaining ties broken by random selection among the employees involved.

- H. Duration of Layoff & Reemployment Rights. The name of any person granted reemployment privileges shall continue on the appropriate list for a period of two (2) years. Persons placed on layoff lists shall continue on the appropriate list for a period of two (2) years.
- I. Certification of Persons From Layoff Lists. Layoff lists contain the name(s) of person(s) laid off, displaced or demoted by displacement or voluntarily demoted in lieu of layoff or displacement or transferred in lieu of layoff or displacement. When a request for personnel is received from the appointing authority of a department from which an eligible(s) was laid off, the appointing authority shall receive and appoint the eligible highest on the layoff list from the department. When a request for personnel is received from a department from which an eligible(s) was not laid off, the appointing authority shall receive and appoint the eligible highest on the layoff list who shall be subject to a probationary period. A person employed from a layoff list shall be appointed at the same step of the salary range the employee held on the day of layoff.
- J. Removal of Names from Layoff Lists. The Director of Human Resources may remove the name of any eligible from a layoff list for any reason listed below:
1. For any cause stipulated in Section 404.1 (Causes for Disqualification) of the Personnel Management Regulations.
 2. On evidence that the eligible cannot be located by postal authorities.
 3. On receipt of a statement from the appointing authority or eligible that the eligible declines certification or indicates no further desire for appointment in the class.
 4. If three (3) offers of permanent appointment to the class for which the eligible list was established have been declined by the eligible.
 5. If the eligible fails to respond to the Director of Human Resources or the appointing authority within ten (10) days to written notice of certification mailed to the person's last known address.
 6. If the person on the reemployment or layoff list is appointed to another position in the same or lower classification, the name of the person shall be removed. However, if the first permanent appointment of a person on a layoff list is to a lower class which has a top step salary lower than the top step of the class from which the person was laid off, the name of the person shall not be removed from the layoff list. Any subsequent appointment of such

SECTION 10 – HOLIDAYS

person from the layoff list shall result in removal of that person's name.

- K. **Removal of Names from Reemployment and Layoff certifications.** The Director of Human Resources may remove the name of any eligible from a reemployment or layoff certification if the eligible fails to respond within five (5) days to a written notice of certification mailed to the person's last known address.

9.3 Notice. The County agrees to give employees scheduled for layoff at least ten (10) work days notice prior to their last day of employment.

9.4 Special Employment Lists. The County will establish a T.E.T. employment pool which will include the names of all laid off County employees. Special employment lists for job classes may be established from the pool. Persons placed on a special employment list must meet the minimum qualifications for the class. An appointment from such a list will not affect the individual's status on a layoff list(s).

Employees in the T.E.T. employment pool shall be guaranteed a job interview for any vacant funded position for which they meet minimum qualifications. If there are more than five such employees who express an interest for one vacant funded position, the five most senior employees shall be interviewed. Seniority for this subsection shall be County seniority.

9.5 Reassignment of Laid Off Employees. Employees who are displaced within the same classification from fulltime to part-time status in a layoff, or who voluntarily reduced their work hours to reduce the impact of layoff, or who accepted a position of another status than that from which they were laid off upon referral from the layoff list, may request reassignment back to their pre-layoff status (full time or part-time or increased hours). The request must be in writing in accord with the department's reassignment bid or selection process. Employees will be advised of the reassignment procedure to be followed to obtain reassignment back to their former status at the time of the workforce reduction. The most senior laid off employee in this status who requests such a reassignment will be selected for the vacancy; except when a more senior laid off individual remains on the layoff list and has not been appointed back to the class from which laid off, a referral from the layoff list will be made to fill the vacancy.

SECTION 10 – HOLIDAYS

10.1 Holidays Observed.

- A. The County will observe the following holidays:

January 1st, known as New Year's Day
3rd Monday in January known as
Dr. M. L. King, Jr. Day
3rd Monday in February, known as Presidents' Day
The last Monday in May, known as Memorial Day
June 19, known as Juneteenth
July 4th, known as Independence Day

SECTION 10 – HOLIDAYS

First Monday in September, known as Labor Day
November 11th, known as Veterans Day
4th Thursday in November, known as Thanksgiving
The Friday after Thanksgiving
December 25th, known as Christmas Day

Such other days as the Board of Supervisors may by resolution designate as holidays.

Any holiday observed by the County that falls on a Saturday is observed on the preceding Friday and any holiday that falls on a Sunday is observed on the following Monday.

- B.** Personal Holiday Credit. Employees are entitled to accrue two (2) hours of personal holiday credit per month. This time is prorated for part-time employees. Preference of personal holidays shall be given to employees according to their seniority in their department as reasonably as possible. No employee may accrue more than forty (40) hours of personal holiday credit. On separation from County service, employees are paid for any unused personal holiday credit hours at the employee's then current pay rate, up to a maximum of forty (40) hours.

10.2 Holiday is Not Worked and Holiday Falls on Scheduled Work Day.

- A.** Holidays Observed – Full-time Employees: Each full-time employee is entitled to observe a holiday (8 hours off work), without a reduction in pay, whenever a holiday is observed by the County.
- B.** Holidays Observed – Part time Employees: When a holiday is observed by the County, each part time employee is entitled to observe the holiday in the same ratio as his/her number of position hours bears to forty (40) hours, multiplied by 8 (hours), without a reduction in pay. For example, a part time employee whose position hours are 24 per week is entitled to 4.8 hours off work on a holiday (24/40 multiplied by 8 = 4.8). Hereafter, the number of hours produced by this calculation will be referred to as the "Part Time employee's holiday hours."

When the number of hours in a part time employee's scheduled work day that falls on a holiday ("scheduled work hours") is more than the employee's "Part Time employee's holiday hours," the employee must use non-sick leave accruals for the difference between the employee's "scheduled work hours" and the employee's "Part Time employee's holiday hours." If the employee does not have any non-sick leave accrual balances, leave without pay (AWOP) will be authorized.

10.3 Holiday is WORKED and Holiday Falls on Regularly Scheduled Work Day.

- A.** Full-Time Employees: When a full-time employee works on a holiday that falls on the employee's regularly scheduled work day, the employee is entitled to

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receive his/her regular salary. The employee is also entitled to receive holiday pay or holiday compensation time at the rate of one and one half (1.5) times his/her base rate of pay (not including differentials) for all hours worked, up to a maximum of eight (8) hours. This provision is applicable only to employees in the following classifications:

6N75 - Public Defender Investigative Aide
6N7A - Public Defender Investigative Assistant
6NWA - Public Defender Investigator I
6NVA - Public Defender Investigator II
6NVB - Senior Public Defender Investigative Aide

B. Part-Time Employees: When a part-time employee works on a holiday that falls on the employee's scheduled work day, the part-time employee is entitled to receive his/her regular salary. The part-time employee is also entitled to receive holiday pay or holiday compensation time at the rate of one (1.5) times his/her base rate of pay (not including differentials) for all hours worked on the holiday, up to a maximum of the amount of the "Part-time employee's holiday hours." This provision is applicable only to employees in the following classifications:

6N75 - Public Defender Investigative Aide
6N7A - Public Defender Investigative Assistant
6NWA - Public Defender Investigator I
6NVA - Public Defender Investigator II
6NVB - Senior Public Defender Investigative Aide

10.4 Permanent Intermittent Employees - Holiday is Worked. Permanent intermittent employees who work on a holiday are entitled to receive overtime pay at the rate of one and one half (1.5) times his/her base rate of pay (not including differentials) for all hours worked on the holiday.

SECTION 11 - VACATION LEAVE AND ANNUAL ADMINISTRATIVE LEAVE

11.1 Vacation Allowance. Employees in permanent positions are entitled to vacation with pay. Accrual is based upon straight time hours of working time per calendar month of service and begins on the date of appointment to a permanent position. Increased accruals begin on the first of the month following the month in which the employee qualifies. Accrual for portions of a month shall be in minimum amounts of one (1) hour calculated on the same basis as for partial month compensation pursuant to Section 5.8 (Salary Reallocation and Salary Reallocation) of this MOU. Vacation credits may be taken in one minute increments but may not be taken during the first six (6) months of employment (not necessarily synonymous with probationary status) except where sick leave has been exhausted; and none shall be allowed in excess of actual accrual at the time vacation is taken.

11.2 Vacation Leave on Reemployment From a Layoff List. Employees with six (6) months or more service in a permanent position prior to their layoff who are employed from a layoff list, shall be considered as having completed six months tenure in a permanent position for the purpose of vacation leave. The appointing authority or

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designee will advise the Auditor- Controller's Payroll Unit in each case where such vacation is authorized so that appropriate payroll system override actions can be taken.

11.3 Accrual Rates - Deputy Public Defenders. The vacation schedule listed below shall be maintained for Deputy Public Defenders' Grades I, II, III, IV, and Deputy Public Defender Fixed-Term.

<u>Length of Service</u>	<u>Hours</u>	Maximum Cumulative <u>Hours</u>
Under 11 years	10	240
11 years	10 2/3	256
12 years	11 1/3	272
13 years	12	288
14 years	12 2/3	304
15 - 19 years	13 1/3	320
20 - 24 years	16-2/3	400
25 - 29 years	20	480
30 years and up	23-1/3	560

11.4 Vacation Accrual Rates – Investigator and Investigator Aide.

The rates at which vacation credits accrue for employees in the Public Defender Investigator and Public Defender Investigator Aide classifications, and the maximum accumulation thereof are as follows:

<u>Length of Service</u>	Monthly Accrual <u>Hours</u>	Maximum Cumulative <u>Hours</u>
Under 15 years	10	240
15 through 19 years	13-1/3	320
20 through 24 years	16-2/3	400
25 through 29 years	20	480
30 years and up	23-1/3	560

11.5 Service Award Date Defined. An employee's Service Award Date is the first day of his or her temporary, provisional, or permanent appointment to a position in the County. If an employee is first appointed to a temporary or provisional position and then later appointed to a permanent position, the Service Award Date for that employee is the date of the first day of the temporary or provisional appointment.

Example One:

1. An employee's Service Award Date is January 1, 1988.
2. The employee reaches 20 years of service on January 1, 2008.

SECTION 11 - VACATION LEAVE AND ANNUAL ADMINISTRATIVE LEAVE

3. February 1, 2008 is the date on which the employee is eligible to begin accruing 16.66 hours of vacation time each month.
4. The increased vacation hours will first appear on the employee's March 10, 2008 pay warrant.

Example Two:

1. An employee's Service Award Date is February 24, 1987.
2. The employee reached 20 years of service on February 24, 2007.
3. March 1, 2007 is the date on which the employee is eligible to begin accruing 16.66 hours of vacation time each month.
4. The increased vacation hours will first appear on the employee's April 10, 2007 pay warrant.

11.6 Accrual During Leave Without Pay. No employee who has been granted a leave without pay or unpaid military leave shall accrue any vacation credit during the time of such leave, nor shall an employee who is absent without pay accrue vacation credit during the absence.

11.7 Vacation Buy-Back.

Deputy Public Defenders may choose reimbursement for up to one-third (1/3) of their annual vacation accrual, subject to the following conditions:

1. The choice can be made only once in each calendar year.
2. Payment shall be based on an hourly rate determined by dividing the employee's monthly salary by 173.33.
3. The maximum number of hours that may be reimbursed in any one year is one-third (1/3) of the annual accrual.

If a lump sum payment has been made in lieu of a retroactive general salary adjustment for a portion of the calendar year which is subsequent to exercise by an employee of the vacation buy-back provision herein, that employee's vacation buy-back shall be adjusted to reflect the percentage difference in base pay rates upon which the lump sum payment was computed provided that the period covered by the lump sum payment included the effective date of the vacation buy-back.

11.8 Vacation Allowance for Separated Employees. On separation from County service, an employee shall be paid for any unused vacation credits at the employee's then current pay rate.

11.9 Vacation Preference. Use of vacation accruals is by mutual agreement between the employee and the supervisor and preference of vacation shall be given to

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employees according to their order of request as reasonably as possible unless otherwise provided in the supplemental sections of this Memorandum of Understanding.

11.10 Annual Administrative Leave (Deputy Public Defenders). On January 1st of each year, permanent full-time employees in paid status and in the classes of Deputy Public Defender I, II, III, and IV, and Deputy Public Defender Fixed-Term will be credited with ninety-four (94) hours of paid annual administrative leave to recognize the unavailability of overtime pay for Deputy Public Defenders. Employees appointed after July 1st will be credited with forty seven (47) hours of paid annual administrative leave on the first succeeding January 1st and will be credited with ninety-four (94) hours annually thereafter. Permanent part-time employees in paid status in the classifications identified above will be credited with pro-rata administrative leave as described herein. Annual administrative leave must be used during the calendar year in which credited and may not be carried forward. Paid administrative leave is separate from paid vacation and will be accounted for accordingly. Upon separation from County service, there shall be no payoff for unused administrative leave credits.

SECTION 12 - SICK LEAVE

12.1 Purpose of Sick Leave. The primary purpose of paid sick leave is to ensure employees against loss of pay for temporary absences from work due to illness or injury. It is a benefit extended by the County and may be used only as authorized; it is not paid time off which employees may use for personal activities.

12.2 Credits to and Charges Against Sick Leave. Sick leave credits accrue at the rate of eight (8) working hours credit for each completed month of service. Employees who work a portion of a month are entitled to a pro rata share of the monthly sick leave credit computed on the same basis as is partial month compensation.

Credits to and charges against sick leave are made in minimum amounts of one minute increments. Unused sick leave credits accumulate from year to year.

When an employee is separated other than through retirement, accumulated sick leave credits shall be canceled, unless the separation results from layoff, in which case the accumulated credits shall be restored if reemployed in a permanent position within the period of layoff eligibility.

Upon retirement, an employee's accumulated sick leave is converted to retirement on the basis of one day of retirement service credit for each day of accumulated sick leave credit.

12.3 Policies Governing the Use of Paid Sick Leave.

A. As indicated above, the primary purpose of paid sick leave is to ensure employees against loss of pay for temporary absences from work due to illness or injury. The following definitions apply:

1. "Immediate Family" means and includes only the spouse, son, stepson, daughter, stepdaughter, father, stepfather, mother,

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stepmother, brother, sister, grandparent, grandchild, niece, nephew, father-in-law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, foster children, aunt, uncle, cousin, stepbrother, stepsister, or domestic partner of an employee and/or includes any other person for whom the employee is the legal guardian or conservator, or any person who is claimed as a "dependent" for IRS reporting purposes by the employee.

2. "Employee" means any person employed by Contra Costa County in an allocated position in the County service.
3. "Paid Sick Leave Credits" means those sick leave credits provided for by County Salary Regulations and this Memorandum of Understanding.
4. "Condition/Reason". With respect to necessary verbal contacts and confirmations which occur between the department and the employee when sick leave is requested or verified, a brief statement in non-technical terms from the employee regarding inability to work due to injury or illness is sufficient.

B. Accumulated paid sick leave credits may be used, subject to appointing authority approval, by an employee in pay status, but only in the following instances:

1. Temporary Illness or Injury of an Employee. Paid sick leave credits may be used when the employee is off work because of a temporary illness or injury.
2. Permanent Disability Sick Leave. Permanent disability means the employee suffers from a disabling physical injury or illness and is thereby prevented from engaging in any County occupation for which the employee is qualified by reason of education, training or experience. Sick leave may be used by permanently disabled employees until all accruals of the employee have been exhausted or until the employee is retired by the Retirement Board, subject to the following conditions:
 - a. An application for retirement due to disability has been filed with the Retirement Board.
 - b. Satisfactory medical evidence of such disability is received by the appointing authority within 30 days of the start of use of sick leave for permanent disability.
 - c. The appointing authority may review medical evidence and order further examination as deemed necessary, and may terminate use of sick leave when such further examination demonstrates that the employee is not disabled, or when the appointing authority determines that the medical evidence

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submitted by the employee is insufficient, or where the above conditions have not been met.

3. Communicable Disease. An employee may use paid sick leave credits when under a physician's order to remain secluded due to exposure to a communicable disease.
4. Sick Leave Utilization for Pregnancy Disability. Employees whose disability is caused or contributed to by pregnancy, miscarriage, abortion, childbirth, or recovery there from, shall be allowed to utilize sick leave credit to the maximum accrued by such employee during the period of such disability under the conditions set forth below:
 - a. Application for such leave must be made by the employee to the appointing authority accompanied by a written statement of disability from the employee's attending physician. The statement must address itself to the employee's general physical condition having considered the nature of the work performed by the employee, and it must indicate the date of the commencement of the disability as well as the date the physician anticipates the disability to terminate.
 - b. If all accrued sick leave has been utilized by the employee, the employee shall be considered on an approved leave without pay unless the employee chooses to use vacation or other non-sick leave accruals.
5. Medical and Dental Appointments. An employee may use paid sick leave credits:
 - a. For working time used in keeping medical and dental appointments for the employee's own care; and
 - b. For working time used by an employee for pre-scheduled medical and dental appointments for an immediate family member.
6. Emergency Care of Family. An employee may use paid sick leave credits for working time used in cases of illness or injury to an immediate family member.
7. Death of Family Member. An employee may use paid sick leave credits for working time used because of a death in the employee's immediate family or of the employee's domestic partner, but this shall not exceed three (3) working days, plus up to two (2) days of work time for necessary travel. Use of additional accruals including sick leave when appropriate may be authorized in conjunction with the bereavement leave at the discretion of the appointing authority.

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Additional leave time may also be provided in accordance with Section 14.1 - Leave Without Pay of this MOU.

8. Baby/Child Bonding. To bond with the employee's new born or placement of a child in an employee's family- through adoption or foster care, an employee eligible for baby/child bonding leave pursuant to the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA) may use sick leave credits for such baby/child bonding leave.
9. Accumulated paid sick leave credits may not be used in the following situations:
 - a. Vacation. Paid sick leave credits may not be used for an employee's illness or injury which occurs while he/she is on vacation but the Public Defender may authorize it when extenuating circumstances exist and the appointing authority approves.
 - b. Not in Pay Status. Paid sick leave credits may not be used when the employee would otherwise be eligible to use paid sick leave credits but is not in pay status.

12.4 **Administration of Sick Leave.** The proper administration of sick leave is a responsibility of the employee and the department head. Unless otherwise provided in the supplemental sections of this MOU, the following procedures apply:

A. **Employee Responsibilities**

1. Employees are responsible for notifying their department of an absence prior to the commencement of their work shift or as soon thereafter as possible. Notification shall include the reason and possible duration of the absence.
2. Employees are responsible for keeping their department informed on a continuing basis of their condition and probable date of return to work.
3. Employees are responsible for obtaining advance approval from their supervisor for the scheduled time of pre-arranged personal or family medical and dental appointments.
4. Employees are encouraged to keep the department advised of (1) a current telephone number to which sick leave related inquiries may be directed, and (2) any condition(s) and/or restriction(s) that may reasonably be imposed regarding specific locations and/or persons the department may contact to verify the employee's sick leave.

B. **Department Responsibilities.** The use of sick leave may properly be denied if these procedures are not followed. Abuse of sick leave on the part of the employee is cause for disciplinary action. Departmental

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approval of sick leave is a certification of the legitimacy of the sick leave claim. The department head or designee may make reasonable inquiries about employee absences. The department may require medical verification for an absence of three (3) or more working days. The department may also require medical verification for absences of less than three (3) working days for probable cause if the employee had been notified in advance in writing that such verification was necessary. Inquiries may be made in the following ways:

1. Calling the employee's residence telephone number or other contact telephone number provided by the employee if telephone notification was not made in accordance with departmental sick leave call-in guidelines. These inquiries shall be subject to any restrictions imposed by the employee under subsection 12.4 (Administration of Sick Leave) paragraph A.
2. Obtaining the employee's signature on the Absence/Overtime Record, or on another form established for that purpose, as employee certification of the legitimacy of the claim.
3. Obtaining the employee's written statement of explanation regarding the sick leave claim.
4. Requiring the employee to obtain a physician's certificate or verification of the employee's illness, date(s) the employee was incapacitated, and the employee's ability to return to work, as specified above.
5. In absences of an extended nature, requiring the employee to obtain from their physician a statement of progress and anticipated date on which the employee will be able to return to work, as specified above. Department heads are responsible for establishing timekeeping procedures which will insure the submission of a time card covering each employee absence and for operating their respective offices in accordance with these policies and with clarifying regulations issued by the Office of the County Administrator. To help assure uniform policy application, the Director of Human Resources or designated management staff of the County Human Resources Department should be contacted with respect to sick leave determinations about which the department is in doubt.

12.5 Disability.

- A. An employee physically or mentally incapacitated for the performance of duty is subject to dismissal, suspension or demotion, subject to the County Employees Retirement Law of 1937. An appointing authority after giving notice may place an employee on leave if the appointing authority has filed an application for disability retirement for the employee, or whom the

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appointing authority believes to be temporarily or permanently physically or mentally incapacitated for the performance of the employee's duties.

- B. An appointing authority who has reasonable cause to believe that there are physical or mental health conditions present in an employee which endanger the health or safety of the employee, other employees, or the public, or which impair the employee's performance of duty, may order the employee to undergo at County expense and on the employees paid time a physical, medical examination by a licensed physician and/or a psychiatric examination by a licensed physician or psychologist, and receive a report of the findings on such examination. If the examining physician or psychologist recommends that treatment for physical or mental health problems, including leave, are in the best interests of the employee or the County in relation to the employee overcoming any disability and/or performing his or her duties the appointing authority may direct the employee to take such leave and/or undergo such treatment.
- C. Leave due to temporary or permanent disability shall be without prejudice to the employee's right to use sick leave, vacation, or any other benefit to which the employee is entitled other than regular salary. The Director of Human Resources may order lost pay restored for good cause and subject to the employee's duty to mitigate damages.
- D. Before an employee returns to work from any absence for illness or injury, other leave of absence or disability leave, exceeding two weeks in duration, the appointing authority may order the employee to undergo at County expense a physical, medical, and/or psychiatric examination by a licensed physician, and may consider a report of the findings on such examination. If the report shows that such employee is physically or mentally incapacitated for the performance of duty, the appointing authority may take such action as he/she deems necessary in accordance with appropriate provisions of this MOU.
- E. Before an employee is placed on an unpaid leave of absence or suspended because of physical or mental incapacity under subsection 12.5 (Disability) paragraphs (A) or (B), the employee shall be given notice of the proposed leave of absence or suspension by letter or memorandum, delivered personally or by certified mail, containing the following:
1. A statement of the leave of absence or suspension proposed.
 2. The proposed dates or duration of the leave or suspension which may be indeterminate until a certain physical or mental health condition has been attained by the employee.
 3. A statement of the basis upon which the action is being taken.
 4. A statement that the employee may review the materials upon which the action is taken.

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5. A statement that the employee has until a specified date (not less than seven (7) work days from personal delivery or mailing of the notice) to respond to the appointing authority orally or in writing.
- F. Pending response to the notice the appointing authority for cause specified in writing may place the employee on a temporary leave of absence with pay.
- G. The employee to whom the notice has been delivered or mailed shall have seven (7) work days to respond to the appointing authority either orally or in writing before the proposed action may be taken.
- H. After having complied with the notice requirements above, the appointing authority may order the leave of absence or suspension in writing stating specifically the basis upon which the action is being taken, delivering the order to the employee either personally or by mail, effective either upon personal delivery or deposit in the US Postal Service.
- I. An employee who is placed on leave or suspended under this section may, within ten (10) calendar days after personal delivery or mailing to the employee of the order, appeal the order in writing through the Director of Human Resources to the Merit Board. Alternatively, the employee may file a written election with the Director of Human Resources waiving the employee's right to appeal to the Merit Board in favor of appeal to a Disability Review Arbitrator.
- J. In the event of an appeal either to the Merit Board or the Disability Review Arbitrator, the employee has the burden of proof to show that either:
 1. The physical or mental health condition cited by the appointing authority does not exist, or
 2. The physical or mental health condition does exist, but it is not sufficient to prevent, preclude, or impair the employee's performance of duty, or is not sufficient to endanger the health or safety of the employee, other employees, or the public.
- K. If the appeal is to the Merit Board, the order and appeal shall be transmitted by the Director of Human Resources to the Merit Board for hearing under the Merit Board's Procedures, Section 1114-1128 inclusive. Medical reports submitted in evidence in such hearings shall remain confidential information and shall not be a part of the public record.
- L. If the appeal is to a Disability Review Arbitrator, the employee (and his representative) will meet with the County's representative to mutually select the Disability Review Arbitrator, who may be a de facto arbitrator, or a physician, or a rehabilitation specialist, or some other recognized specialist mutually selected by the parties. The arbitrator's fees and expenses shall be paid one-half by the County and one-half by the employee or the employee's Association. The arbitrator shall hear and

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review the evidence. The decision of the Disability Review Arbitrator shall be binding on both the County and the employee. The scope of the arbitrator's review shall be as follows:

1. The arbitrator may affirm, modify or revoke the leave of absence or suspension.
2. The arbitrator may make his decision based only on evidence submitted by the County and the employee.
3. The arbitrator may order back pay or paid sick leave credits for any period of leave of absence or suspension if the leave or suspension is found not to be sustainable, subject to the employee's duty to mitigate damages.

12.6 Workers' Compensation.

- A. Benefit Level. A permanent employee shall continue to receive the appropriate percent of regular monthly salary for all accepted claims filed before January 1, 2000. For all accepted claims filed with the County on or after January 1, 2000, the percentage of pay for employees entitled to Workers' Compensation shall be 86%. For all accepted claims filed with the County on or after January 1, 2007, the percentage of pay for employees entitled to Workers' Compensation shall be decreased from 86% to 80%. For all accepted claims filed with the County on or after January 1, 2008, the percentage of pay for employees entitled to Workers' Compensation shall be decreased from 80% to 75%. For all accepted claims filed with the County on or after January 1, 2009, the percentage of pay for employees entitled to Workers' Compensation shall be 75%. If Workers' Compensation becomes taxable, the County agrees to restore the original benefit level (100% of monthly salary) and the parties shall meet and confer with respect to funding the increased cost.
- B. Waiting Period. There is a three (3) calendar day waiting period before Workers' Compensation benefits commence. If the injured worker loses anytime on the day of injury, that day counts as day one (1) of the waiting period. If the injured worker does not lose time on the date of injury, the waiting period will be the first three (3) calendar days the employee does not work because of the injury. The time the employee is scheduled to work during this waiting period will be charged to the employee's sick leave and/or vacation accruals. In order to qualify for Workers' Compensation the employee must be under the care of a physician. Temporary compensation is payable on the first three (3) days of disability when the injury necessitates hospitalization, or when the disability exceeds fourteen (14) days.
- C. Continuing Pay. A permanent employee shall receive the appropriate percentage as outlined above of regular monthly salary during any period of compensable temporary disability not to exceed one (1) year. Payment of continuing pay and/or temporary disability compensation is made in

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accordance with Part 2, Article 3 of the Workers' Compensation Laws of California. "Compensable temporary disability absence" for the purpose of this Section, is any absence due to work connected disability which qualifies for temporary disability compensation as set forth in Part 2, Article 3 of the Workers' Compensation Laws of California. When any disability becomes medically permanent and stationary and/or reaches maximum medical improvement, the salary provided by this Section shall terminate. No charge shall be made against sick leave or vacation for these salary payments. Sick leave and vacation rights shall not accrue for those periods during which continuing pay is received. Employees shall be entitled to a maximum of one (1) year of continuing pay benefits.

- D. Termination of Continuing Pay. Continuing pay begins at the same time that temporary Workers' Compensation benefits commence and continues until either the member is declared medically permanent/stationary and/or reaches maximum medical improvement, or until one (1) year of continuing pay, whichever comes first provided the employee remains in an active employed status. Continuing pay is automatically terminated on the date an employee is separated from County service by resignation, retirement, layoff, or the employee is no longer employed by the County. In these instances, employees will be paid Workers' Compensation benefits as prescribed by Workers' Compensation laws. All continuing pay will be cleared through the County Administrator's Office, Risk Management Division. Whenever an employee who has been injured on the job and has returned to work is required by an attending physician to leave work for treatment during working hours the employee shall be allowed time off up to three (3) hours for such treatment without loss of pay or benefits, provided the employee notifies his/her supervisor of the appointment at least three (3) working days prior to the appointment or as soon as the employee becomes aware the appointment has been made. Said visits are to be scheduled contiguous to either the beginning or end of the scheduled work day whenever possible. This provision applies only to injuries/illnesses that have been accepted by the County as work related.
- E. Extended Temporary Disability. If an injured employee remains eligible for temporary disability beyond one year, applicable salary will continue by integrating sick leave and/or vacation accruals with Workers' Compensation benefits (vacation charges to be approved by the department and the employee). If salary integration is no longer available, Workers' Compensation benefits will be paid directly to the employee as prescribed by Workers' Compensation laws.
- F. Health Insurance. The County contribution to the employee's group insurance plan(s) continues during the continuing pay period and during integration of sick leave or vacation with Workers' Compensation benefits.
- G. Method of Integration. An employee's sick leave and/or vacation charges shall be calculated as follows:

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$$C = 8 [1 - (W \div S)]$$

C = Sick leave or vacation charge per day (in hours)

W = Statutory Workers' Compensation for a month

S = Monthly salary

For example:

W = \$960 per month Workers' Compensation

S = \$1667 per month salary

8 = 8 hours

C = Hours to be charged to Sick Leave

$$C = 8 [1 - (\$960 \div \$1,667)]$$

$$C = 8 [1 - (.5758)]$$

$$C = 8 (.4242)$$

$$C = 3.39$$

3 hours chargeable to sick leave

5 hours chargeable to Workers' Compensation

12.7 Long-Term Disability Insurance. Deputy Public Defenders will be covered by a long-term disability insurance policy identical with that currently covering employees in the Deputy District Attorney class series.

12.8 State Disability Insurance (SDI).

A. Applicability. This subsection 12.8, State Disability Insurance, applies only to Public Defender Investigators.

B. General Provisions. Contra Costa County participates in the State Disability Insurance (SDI) program, subject to the rules and procedures established by the State of California. The County augments the SDI program with its SDI Integration Program. Changes to the State Disability Insurance program could affect the County's SDI Integration Program. Determination of SDI payments and eligibility to receive payments is at the sole discretion of the State of California. Employees eligible for SDI benefits are required to apply for SDI benefits and to have those benefits integrated with the use of their sick leave accruals on the following basis:

"Integration" means that employees are required to use their sick leave accruals to supplement the difference between the amount of the SDI payment and the employee's base monthly salary. Integration of sick leave with the SDI benefit is automatic and cannot be waived. Integration applies to all SDI benefits paid. For employees off work, on disability, and receiving SDI, the employee's County department will make appropriate integration adjustments, including retroactive adjustments, if necessary. Employees must inform their department of a disability in a timely manner in order for the department to make appropriate integration adjustments. SDI benefit payments will be sent directly to the employee by the State of California.

When there are insufficient sick leave accruals available to fully supplement the difference between the amount of the SDI payment and

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the employee's base monthly salary, accruals other than sick leave may be used to supplement the difference between the amount of the SDI payment and the employee's base monthly salary. These accruals may be used only to the extent that the total payment does not exceed the employee's base monthly salary.

- C. Procedures. Employees with more than one and two tenths (1.2) hours of sick leave accruals at the beginning of the disability integration period must integrate their sick leave accrual usage with their SDI benefit to the maximum extent possible.

When employees have one and two tenths (1.2) hours or less of sick leave accruals at the beginning of the disability integration period, the Department will automatically use one tenth (1/10th) hours of sick leave per month for the duration of their SDI benefit.

When the SDI benefit is exhausted, integration terminates. The employee then may continue to use sick leave without integration and/or other accruals.

When sick leave accruals are totally exhausted, integration with the SDI benefit terminates.

Employees whose SDI claims are denied must present a copy of their claim denial to their Department. The Department will then authorize the use of unused sick leave and/or other accruals as appropriate.

- D. Method of Integration. For purposes of integration with the SDI program, all full-time employees' schedules will be converted to eight (8) hour/five (5) day weekly work schedules.

The formula for full time employees' sick leave integration charges is as follows:

$$L = [S - D \div S] \times 8$$

S = Employee Base Monthly Salary

H = Estimated Highest Quarter (3 mos) Earnings [H = S x 3]

W = Weekly SDI Benefit from State of California SDI Weekly Benefit Table

C = Calendar Days In Each Month

D = Estimated Monthly SDI Benefit [D=(W ÷ 7) x C]

L = Sick Leave Hours Charged Per Day

Permanent part-time employees, permanent-intermittent employees, and full-time employees who are working a light/limited duty reduced schedule, will have their sick leave integration adjusted accordingly.

- E. Definition. "Base Monthly Salary", for purposes of the SDI integration program, is defined as the salary amount of the employee's step on the salary schedule of the employee's classification at the time of integration.

SECTION 13 - CATASTROPHIC LEAVE BANK

12.9 **Accrual During Leave Without Pay.** No employee who has been granted a leave without pay or an unpaid military leave shall accrue any sick leave credits during the time of such leave nor shall an employee who is absent without pay accrue sick leave credits during the absence.

SECTION 13 - CATASTROPHIC LEAVE BANK

13.1 **Program Design.** The County Human Resources Department will operate a Catastrophic Leave Bank which is designed to assist any County employee who has exhausted all paid accruals due to a serious or catastrophic illness, injury, or condition of the employee or family member. The program establishes and maintains a Countywide bank wherein any employee who wishes to contribute may authorize that a portion of his/her accrued vacation or personal holiday credit be deducted from those account(s) and credited to the Catastrophic Leave Bank. Employees may donate hours either to a specific eligible employee or to the bank. Upon approval, credits from the Catastrophic Leave Bank may be transferred to a requesting employee's sick leave account so that employee may remain in paid status for a longer period, thus partially ameliorating the financial impact of the illness, injury, or condition. Catastrophic illness or injury is defined as a critical medical condition, a long-term major physical impairment or disability which manifests itself during employment.

13.2 **Operation.**

A. The plan will be administered under the direction of the Director of Human Resources. The Human Resources Department will be responsible for receiving and recording all donations of accruals and for initiating transfer of credits from the bank to the recipient's sick leave account. Disbursement of accruals will be subject to the approval of a six (6) member committee composed of three (3) members appointed by the County Administrator and three (3) members appointed by the majority representative employee organizations. The committee shall meet as necessary to consider all requests for credits and shall make determinations as to the appropriateness of the request. The committee shall determine the amount of accruals to be awarded for employees whose donations are nonspecific. Consideration of all requests by the committee will be on an anonymous requester basis.

B. Hours transferred from the Catastrophic Leave Bank to a recipient will be in the form of sick leave accruals and shall be treated as regular sick leave accruals. To receive credits under this plan, an employee must have permanent status, must have exhausted all time off accruals to a level below eight (8) hours total, have applied for a medical leave of absence and have medical verification of need. Donations are irrevocable unless the donation to the eligible employee is denied. Donations may be made in hourly blocks with a minimum donation of not less than four (4) hours per donation from balances in the vacation, holiday, floating holiday, compensatory time, or holiday compensatory time accounts. Employees who elect to donate to a specific individual shall have seventy-five percent (75%) of their donation credited to the individual and twenty-five percent (25%) credited to the Catastrophic Leave Bank. Time donated will be

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converted to a dollar value and the dollar value will be converted back to sick leave accruals at the recipient's base hourly rate when disbursed. Credits will not be on a straight hour-for-hour basis. All computations will be on a standard 173.33 basis, except that employees on other than a forty (40) hour week will have hours prorated according to their status.

- C. Any recipient will be limited to a total of one thousand forty (1040) hours or its equivalent per catastrophic event; each donor will be limited to one hundred twenty (120) hours per calendar year.

- D. No element of this plan is grievable. All appeals from either a donor or recipient will be resolved on a final basis by the Director of Human Resources. No employee will have any entitlement to catastrophic leave benefits. The award of Catastrophic Leave will be at the sole discretion of the committee, both as to amounts of benefits awarded and as to persons awarded benefits. Benefits may be denied, or awarded for less than six (6) months. The committee will be entitled to limit benefits in accordance with available contributions and to choose from among applicants, on an anonymous basis, those who will receive benefits, except for hours donated to a specific employee. In the event a donation is made to a specific employee and the committee determines the employee does not meet the Catastrophic Leave Bank criteria, the donating employee may authorize the hours to be donated to the bank or returned to the donor's account. The donating employee will have fourteen (14) calendar days from notification to submit his/her decision regarding the status of their donation, or the hours will be irrevocably transferred to the Catastrophic Leave Bank. Any unused hours transferred to a recipient will be returned to the Catastrophic Leave Bank.

SECTION 14 - LEAVE OF ABSENCE

14.1 Leave Without Pay. Any employee who has permanent status may be granted a leave of absence without pay upon written request, approved by the appointing authority. Leaves under the Pregnancy Disability Leave Act (PDL), Family and Medical Leave Act (FMLA), and California Family Rights Act (CFRA) will be considered in accordance with applicable state and federal law, and Section 14.5.

14.2 General Administration - Leaves of Absence (Non-Statutory).

Requests for leave without pay shall be made in writing and shall state specifically the reason for the request, the date when it is desired to begin the leave, and the probable date of return.

- A. Leave without pay may be granted for any of the following reasons that are not otherwise covered by FMLA, CFRA, and PDL:
 - 1. Employee's own illness, disability, or serious health condition.
 - 2. Pregnancy or pregnancy disability.

SECTION 14 - LEAVE OF ABSENCE

3. To bond with the employee's newborn or with a child who is placed in an employee's family for adoption or foster care.
 4. Family care to care for a spouse, child, parent, or domestic partner who has a serious health condition.
 5. To take a course of study which will increase the employee's usefulness on return to the employee's position.
 6. For other reasons or circumstance acceptable to the appointing authority.
- B. An employee must request a leave of absence at least thirty (30) days before the leave is to begin if the need for the leave is foreseeable. If the need is not foreseeable, the employee must provide written notice to the Public Defender of the need for leave as soon as possible and practical.
- C. A leave of absence may be for a period not to exceed one (1) year, provided the appointing authority may extend such leave for additional periods. The procedure in granting extensions shall be the same as that in granting the original leave, provided that the request for extension must be made not later than thirty (30) calendar days before the expiration of the original leave.
- D. Whenever an employee who has been granted a leave of absence desires to return before the expiration of such leave, the employee shall provide notice to the appointing authority in writing at least two (2) days in advance of the proposed return. The Human Resources Department shall be notified promptly of such return.
- E. The decision of the appointing authority to deny a leave or early return from leave shall be subject to appeal to the Director of Human Resources and not subject to appeal through the grievance procedure set forth in this MOU.

14.3 Furlough Days Without Pay (Voluntary Time Off or "V.T.O."). Subject to the prior written approval of the appointing authority, employees may elect to take furlough days or hours without pay (pre-authorized absence without pay), up to a maximum of fifteen (15) calendar days for any one period. Longer pre-authorized absences without pay are considered leaves of absence without pay. Employees who take furlough time shall have their compensation for the portion of the month worked computed in accord with subsection 5.6 (Compensation for Portion of Month) of this MOU. Full-time and part-time employees who take furlough time shall have their vacation, sick leave, floating holiday, and any other payroll computed accruals computed as though they had worked the furlough time. When computing vacation, sick leave, floating holiday and other accrual credits for employees taking furlough time, this provision shall supersede subsections 10.1 (Holidays Observed), 11.1 (Vacation Allowance), 11.6 (Accrual During Leave Without Pay), 12.2 (Credits to and Charges Against Sick Leave), and 12.9 (Accrual During Leave Without Pay) of this MOU regarding the computation of vacation, sick leave, floating holiday, and other accrual credits as regards furlough time only. For payroll purposes, furlough time (absence

SECTION 14 - LEAVE OF ABSENCE

without pay with prior authorization of the appointing authority) shall be reported separately from other absences without pay to the Auditor-Controller. The existing V.T.O. program shall be continued for the life of the contract.

14.4 Military Leave. Any employee who is ordered to serve as a member of the State Militia or the United States Army, Navy, Air Force, Marine Corps, Coast Guard or any division thereof shall be granted a military leave for the period of such service, plus ninety (90) days. Additionally, any employee who volunteers for service during a mobilization under Executive Order of the President or Congress of the United States and/or the State Governor in time of emergency shall be granted a leave of absence in accordance with applicable state or federal laws. Upon the termination of such service or upon honorable discharge, the employee shall be entitled to return to his/her position in the classified service provided such still exists and the employee is otherwise qualified, without any loss of standing of any kind whatsoever.

An employee who has been granted a military leave shall not, because of such absence, suffer any loss of vacation, holiday, or sick leave privileges which may be accrued at the time of such leave, nor shall the employee be prejudiced thereby with reference to salary adjustments or continuation of employment. For purposes of determining eligibility for salary adjustments or seniority in case of layoff or promotional examination, time on military leave shall be considered as time in County service.

Any employee who has been granted a military leave, may upon return, be required to furnish such evidence of performance of military service or of honorable discharge as the Director of Human Resources may deem necessary.

14.5 Leaves Pursuant to Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA), & Pregnancy Disability Leave Act (PDL).

- A. FMLA: Upon request to the Public Defender, any employee who meets the legal eligibility requirements for FMLA shall be entitled to at least twelve (12) weeks of FMLA leave during a “rolling” twelve (12) month period measured backward from the date an employee uses any FMLA/CFRA leave (less if so requested by the employee) for a qualifying reason in accordance with federal laws. FMLA leave will run concurrently with CFRA and PDL leaves to the extent permitted by law.
- B. CFRA: Upon request to the Public Defender, any employee who meets the legal eligibility requirements for CFRA shall be entitled to at least twelve (12) weeks of CFRA leave during a rolling twelve (12) month period, measured backward from the date an employee uses any CFRA leave (less if so requested) by the employee for a qualifying reason in accordance with state law. CFRA leave will run concurrently with FMLA leave to the extent permitted by law, except that CFRA leave will not run concurrently with pregnancy disability leave under the Pregnancy Disability Leave Act.
- C. PDL: Upon request to the Public Defender, any employee who meets the legal eligibility requirements for PDL shall be entitled to up to four (4) months of PDL as provided in state law

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14.6 Medical Certification. The employee may be asked to provide medical certification of the need for family care, pregnancy disability, or medical leave pursuant to 14.2.A., above, or for Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA) and/or Pregnancy Disability Leave (PDL). Leave for periods of family care, pregnancy disability, or medical leave that are not covered by the FMLA, CFRA, or PDL, or that exceed the leave allowed under the FMLA, CFRA, and/or PDL are subject to the terms of Section 14.2.

14.7 Intermittent Use of Leave. The FMLA/CFRA/PDL entitlement may be used intermittently on a regular or irregular basis, or may include reduced work schedules depending on the specific circumstances and situations surrounding the request for leave. The leave may include use of appropriate available paid leave accruals when accruals are used to maintain pay status, but, use of such accruals is not required beyond that specified in Section 14.11 – Leave Without Pay – Use of Accruals. When paid leave accruals are used for FMLA, CFRA and/or PDL, such time shall be counted as a part of the leave entitlement.

14.8 Aggregate Use for Spouse. For FMLA only, in the situation where husband and wife are both employed by the County, the family care or medical leave entitlement based on the birth, adoption or foster care of a child is limited to an aggregate for both employees together of FMLA leave during a “rolling” twelve (12) month period (measured backward from the date an employee uses any FMLA leave). Employees requesting FMLA leave for this purpose are required to advise their appointing authority(ies) when their spouse is also employed by the County.

14.9 Definitions. For medical and family care leaves of absence under Section 14.2.A., the following definitions apply. FMLA, CFRA, and PDL, definitions will be as set forth in state and federal laws.

- A. Child: A biological, adopted, or foster child, stepchild, legal ward, conservatee or a child who is under eighteen (18) years of age for whom an employee stands in loco parentis or for whom the employee is the guardian or conservator, or an adult dependent child of the employee.
- B. Parent: A biological, foster, or adoptive parent, a stepparent, legal guardian, conservator, or other person standing in loco parentis to a child.
- C. Spouse: A partner in marriage as defined in California Family Code Section 300.
- D. Domestic Partner: An unmarried person, eighteen (18) years or older, to whom the employee is not related and with whom the employee resides and shares the common necessities of life.
- E. Serious Health Condition: An illness, injury, impairment, or physical or mental condition of the employee or family member of the employee which (where leave is sought for family care) warrants the participation of a family member to provide care during a period of treatment or supervision and which (in all cases) involves either inpatient care in a hospital, hospice or residential health care facility or

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continuing treatment or continuing supervision by a health care provider (e.g., physician or surgeon) as defined by state and federal law.

- F. Certification for Medical Leave: When requesting medical leave (including FMLA/CFRA leave) for the employee or employee's family member, a written medical certification from a health care provider of a person for whose care the leave is being taken or for the employee's own serious health condition, which need not identify the serious health condition involved, but shall contain:
1. the date, if known, on which the serious health condition commenced;
 2. the probable duration of the condition;
 3. for family care, an estimate of the frequency and duration of the leave required to render care or supervision for the family member;
 4. for an employee's own serious health condition, a statement whether the employee is able to work, or is unable to perform one or more of the essential functions of his/her position;
 5. if for intermittent leave or a reduced work schedule leave, the certification should indicate the intermittent leave or reduced leave schedule needed for the employee's serious health condition or for the care of the employee's family member, and its expected duration.

14.10 Group Health Plan Coverage. Employees who were members of one of the group health plans prior to commencement of their leave of absence can maintain their health plan coverage with the County contribution by maintaining their employment in pay status as described in subsection 14.11 (Leave Without Pay – Use of Accruals). During the twelve (12) weeks of an approved leave, the County will continue its contribution for such health plan coverage even if accruals are not available for use to maintain pay status as required under subsection 14.11(Leave Without Pay – Use of Accruals). In order to maintain such coverage, employees are required to pay timely the full employee contribution to maintain their group health plan coverage, either through payroll deduction or by paying the County directly.

14.11 Leave Without Pay - Use of Accruals.

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- A. All Leaves of Absence. During the first twelve (12) month period of any leave of absence without pay, an employee may elect to maintain pay status each month by using available sick leave (if so entitled under subsection 12.3 - Policies Governing the Use of Paid Sick Leave), vacation, floating holiday, or other accruals or entitlements; in other words, during the first twelve (12) months, a leave of absence without pay may be "broken" into segments and accruals used on a monthly basis at the employee's discretion. After the first twelve (12) months, the leave period may not be "broken" into segments and accruals may not be used, except when required by Long Term Disability ("LTD") Benefit Coordination (for employees in the Deputy Public Defender series) or by SDI Integration under Section 12.8 – State Disability Insurance, or as provided in the sections below.
- B. Leave of Absence/Long Term Disability (LTD) Benefit Coordination. An eligible employee who files an LTD claim and concurrently takes a leave of absence without pay will be required to use accruals during the LTD waiting period. After the LTD waiting period, an eligible employee may choose to maintain further pay status only as allowed under subsection 14.11 paragraph A (All Leaves of Absence) herein. However, LTD benefit payment will be reduced by any accruals used.
- C. Baby/Child Bonding. To bond with the employee's newborn or with a child who is placed in an employee's family for adoption or foster care, an employee eligible for baby/child bonding leave pursuant to the Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA) may use sick leave accruals for such baby/child bonding.
- D. Sick leave accruals may not be used during any leave of absence, except as allowed under subsection 12.3 (Policies Governing the Use of Paid Sick leave) unless otherwise stated in Section 14.11 - Leave Without Pay – Use of Accruals.

14.12 Leave of Absence Replacement and Reinstatement. Any permanent employee who requests reinstatement to the classification held by the employee in the same department at the time the employee was granted a leave of absence, shall be reinstated to a position in that classification and department and then only on the basis of seniority. In case of severance from service due to the reinstatement of a permanent employee, the provisions of Section 9 (Workforce Reduction/Layoff/Reassignment) shall apply.

14.13 Salary Review While on Leave of Absence. The salary of an employee who is on a leave of absence from a County position on any anniversary date and who has not been absent from the position on leave without pay more than six (6) months during the preceding year, shall be reviewed on the anniversary date. Employees on military leave shall receive salary increments that may accrue to them during the period of military leave.

14.14 Unauthorized Absence. An unauthorized absence from the work site or failure to report for duty after a leave request has been disapproved, revoked, or

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canceled by the appointing authority, or at the expiration of a leave, shall be without pay. Such absence may also be grounds for disciplinary action.

SECTION 15 - JURY DUTY AND WITNESS DUTY

15.1 Jury Duty.

- A. When called for jury duty, County employees, like other citizens, are expected to discharge their jury duty responsibilities.
- B. Employees shall advise their department as soon as possible if scheduled to appear for jury duty.
- C. If summoned for jury duty in a Superior or Federal Court, or a Coroners jury, employees may remain in their regular County pay status, or they may take paid leave (vacation, floating holiday, etc.) or leave without pay and retain all fees and expenses paid to them.
- D. When an employee is summoned for jury duty selection or is selected as a juror in a Superior or Federal Court, employees may remain in a regular pay status if they waive all fees (other than mileage), regardless of shift assignment and the following shall apply:
 - 1. If an employee elects to remain in a regular pay status and waive or surrender all fees (other than mileage), the employee shall obtain from the Clerk or Jury Commissioner a certificate indicating the days attended and noting that fees other than mileage are waived or surrendered. The employee shall furnish the certificate to his department where it will be retained as a department record. An "Absence/Overtime Record" ("AOR") is not required.
 - 2. An employee who elects to retain all fees must take leave (vacation, floating holiday, etc.) or leave without pay. A court certificate is not required but an Absence/Overtime Record ("AOR") must be submitted to the department payroll clerk.
- E. Employees are not permitted to engage in any employment regardless of shift assignment or occupation before or after daily jury service that would affect their ability to properly serve as jurors.
- F. An employee on short notice standby to report to court, whose job duties make short notice response impossible or impractical, shall be given alternate work assignments for those days to enable them to respond to the court on short notice.
- G. When an employee is required to serve on jury duty, the County will adjust that employee's work schedule to coincide with a Monday to Friday schedule for the remainder of their service, unless the employee requests otherwise.

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15.2 **Witness Duty.** Employees called upon as a witness or an expert witness in a case arising in the course of their work or the work of another department may remain in their regular pay status and turn over to the County all fees and expenses paid to them other than mileage allowance or they may take vacation leave or leave without pay and retain all fees and expenses.

Employees called to serve as witnesses in private cases or personal matters (e.g., accident suits and family relations) shall take vacation leave or leave without pay and retain all witness fees paid to them.

Retention or waiver of fees shall be governed by the same provisions as apply to jury duty as set forth in subsection 15.1 (Jury Duty) of this MOU.

Employees shall advise their department as soon as possible if scheduled to appear for witness duty.

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16.1 **Health Plan Coverage.**

The County will provide the medical and dental coverage for permanent employees regularly scheduled to work twenty (20) or more hours per week and for their eligible family members, expressed in one of the Medical Plan contracts and one of the Dental Plan contracts between the County and the following providers:

1. Contra Costa Health Plans (CCHP)
2. Kaiser Permanente Health Plan
3. Health Net
4. Delta Dental

Medical Plans:

All employees will have access to the following medical plans:

1. CCHP Plan A & Plan B
2. Kaiser Permanente Plan A & Plan B
3. Health Net HMO Plan A & Plan B
4. Health Net PPO Plan A
5. Kaiser High Deductible Health Plan

Health Net PPO Plan B was eliminated for all employees beginning January 1, 2018.

In the event that one of the medical plans listed above meets the criteria for a high cost employer-sponsored health plan that may be subject to an excise penalty (a.k.a. Cadillac Tax) under the federal Patient Protection and Affordable Care Act (“ACA”) (42 U.S.C. § 18081), the Joint Labor/Management Benefit Committee will meet to consider plan design and other changes in an effort to mitigate the negative impact of the

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excise penalty. If the Committee is unable to make sufficient plan changes and the plan(s) continue to meet the criteria for high cost employer-sponsored health plan(s), such plan(s) will be eliminated for all employees.

16.2 Monthly Premium Subsidy:

- A. The monthly premium subsidy in effect on January 1, 2015, for each medical and/or dental plan, is a set dollar amount and is not a percentage of the premium charged by the plan. The County will pay the following monthly premium subsidy:

Health & Dental Plans	Employee	Employee +1 Dependent	Employee +2 or More Dependents
Contra Costa Health Plans (CCHP), Plan A	\$509.92	\$1,214.90	\$1,214.90
Contra Costa Health Plans (CCHP), Plan B	\$528.50	\$1,255.79	\$1,255.79
Kaiser Permanente Health Plans	\$478.91	\$1,115.84	\$1,115.84
Health Net HMO Plans	\$627.79	\$1,540.02	\$1,540.02
Health Net PPO Plans	\$604.60	\$1,436.25	\$1,436.25
Kaiser High Deductible Health Plan	\$478.91	\$1,115.84	\$1,115.84
Delta Dental PPO with CCHP A or B	\$41.17	\$93.00	\$93.00
Delta Dental PPO with Kaiser or Health Net	\$34.02	\$76.77	\$76.77
Delta Dental PPO without a Health Plan	\$43.35	\$97.81	\$97.81
Delta Care HMO with CCHP A or B	\$25.41	\$54.91	\$54.91
Delta Care HMO with Kaiser or Health Net	\$21.31	\$46.05	\$46.05
Delta Care HMO without a Health Plan	\$27.31	\$59.03	\$59.03

- B. If the County contracts with a medical or dental plan that is not listed above the County will determine the monthly dollar premium subsidy that it will pay to that medical or dental plan provider for employees and their eligible family members.

- B. In the event that the County premium subsidy amounts are greater than one hundred percent (100%) of the applicable premium of any medical or dental plan, for any plan year, the County's contribution will not exceed one hundred percent (100%) of the applicable plan premium.

D. Joint Labor/Management Benefit Committee.

1. The Unions and County agree to create a Joint Labor/Management Benefit Committee ("Benefit Committee"). The Benefit Committee will be composed of two (2) representatives (not including Union/Association staff) from each Union/Association in the County and Management representatives to be determined. The Benefit Committee replaces the existing Healthcare Oversight Committee. The existing Healthcare Coalition will remain, but may meet quarterly.

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2. The Benefit Committee will convene in order to 1) select a replacement medical or dental plan in the event that a plan listed in this Section 16 is no longer available; 2) design a wellness program; 3) discuss future medical, dental, or vision plan design; or 4) assess the future impact of any excise tax pursuant to the federal Patient Protection and Affordable Care Act (“ACA”) (42 U.S.C. § 18081) on any high cost medical plans offered by the County. If the Benefit Committee is selecting a replacement medical or dental plan for a plan that is no longer available, the selection must be unanimously agreed upon by the Union/Association representatives on the Committee and any such selected plan will be available to employees represented by the Unions and incorporated into their respective MOUs after ratification by each Union/Association.
3. Immediately upon adoption of an overall contract extension package agreement, the County and the Coalition Union/Association Benefit Committee representatives will work together as equal partners to 1) identify a new medical plan carrier to replace Health Net, and 2) explore the costs of CalPERS Health and other plan options including but not limited to the SEIU Taft-Hartley Trust plans as possible future replacements with the goal of beginning with the 2020 plan year. Any replacement plans selected must not increase the County’s retiree health costs.
4. The new medical plan carrier that will replace Health Net must include an HMO plan and one plan providing out-of-network provider coverage.
5. Once all nine (9) Coalition Union/Association representatives on the Benefit Committee and the County have agreed on the new medical plan carrier to replace Health Net, the new medical plan will replace Health Net for all Coalition Unions/Associations the following January 1.
6. Each year, County will coordinate a team composed of the County, the County’s benefits consultant, and Union/Association Benefit Committee representatives, to work as equal partners to provide input for the annual negotiations with the medical plan providers over the plan premiums for the next plan year. The team will have authority to make information requests, request and observe presentations by the County’s healthcare consultant regarding premium rates and ask questions, and help guide the strategy of the County in the annual negotiations.
7. County and Unions/Associations of the Coalition will jointly work to educate employees regarding the cost benefits of lower cost plans, including the Kaiser High Deductible Health Plan.
8. County and Union/Association Benefit Committee representatives will jointly work as equal partners to seek plan design changes

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across all plans that would reduce costs and improve quality of care.

9. During the term of the 2022-2026 MOU, the parties will utilize the existing Joint-Labor Management Benefits Committee as a forum for exploring the options for a healthcare trust or savings vehicle for retirement. The County Benefits Manager, Human Resources Director, and relevant benefits consultants will participate in these discussions.

16.3 Retirement Coverage:

A. Upon Retirement:

1. Upon retirement and for the term of this agreement, eligible employees and their eligible family members may remain in their County health/dental plan, but without County-paid life insurance coverage, if immediately before their proposed retirement the employees and dependents are either active subscribers to one of the County contracted health/dental plans or if while on authorized leave of absence without pay, they have retained continuous coverage during the leave period. The County will pay the health/dental plan monthly premium subsidies for eligible retirees and their eligible family members set forth in subsection 16.2 - Monthly Premium Subsidy.
2. Any person who becomes age 65 on or after March 1, 2011, and who is eligible for Medicare must immediately enroll in Medicare Parts A and B.
3. For employees hired on or after March 1, 2011, and their eligible family members, no monthly premium subsidy will be paid by the County for any health or dental plan after they separate from County employment. However, any such eligible employee who retires under the Contra Costa County Employees' Retirement Association ("CCCERA") may retain continuous coverage of a county health and/or dental plan provided that (i) he or she begins to receive a monthly retirement allowance from CCCERA within one hundred twenty (120) days of separation from County employment and (ii) he or she pays the full premium cost under the health and/or dental plan without any County premium subsidy.

- B. Employees Who File For Deferred Retirement.** Employees, who resign and file for a deferred retirement and their eligible family members, may continue in their County group health and dental plan under the following conditions and limitations.

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1. Health and dental coverage during the deferred retirement period is totally at the expense of the employee, without any County contributions.
2. Life insurance coverage is not included.
3. To continue health and dental coverage, the employee must:
 - a. be qualified for a deferred retirement under the 1937 Retirement Act provisions;
 - b. be an active member of a County group health and/or dental plan at the time of filing their deferred retirement application and elect to continue plan benefits;
 - c. be eligible for a monthly allowance from the Retirement System and direct receipt of a monthly allowance within twenty-four (24) months of application for deferred retirement; and
 - d. file an election to defer retirement and to continue health benefits hereunder with the County Benefits Division within thirty (30) days before separation from County service.
4. Deferred retirees who elect continued health benefits hereunder and their eligible family members may maintain continuous membership in their County health and/or dental plan group during the period of deferred retirement by paying the full premium for health and dental coverage on or before the 10th of each month, to the Contra Costa County Human Resources Department-Employee Benefits Division. When the deferred retirees begin to receive retirement benefits, they will qualify for the same health and/or dental plan coverage pursuant to Subsection 16.3 (Retirement Coverage) paragraph A above, as similarly situated retirees who did not defer retirement.
5. Deferred retirees may elect retiree health benefits hereunder without electing to maintain participation in their County health and/or dental plan during their deferred retirement period. When the deferred retirees begin to receive retirement benefits, they will qualify for the same health and/or dental coverage pursuant to Subsection 16.3 (Retirement Coverage) paragraph A as similarly situated retirees who did not defer retirement, provided reinstatement to a County group health and/or dental plan will only occur following a three (3) full calendar month waiting period after the month in which their retirement allowance commences.
6. Employees who elect deferred retirement will not be eligible in any event for County health and/or dental plan subvention unless the member draws a monthly retirement allowance within twenty-four (24) months after separation from County service.

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7. Deferred retirees and their eligible family members are required to meet the same eligibility provisions for health/dental coverage as similarly situated retirees who did not defer retirement.
- C. Employees Hired After December 31, 2006 - Eligibility for Retiree Health Coverage: All employees hired after December 31, 2006 are eligible for retiree health/dental coverage pursuant to subsection 16.3 (Retirement Coverage) paragraphs (A) and (B), above, upon completion of fifteen (15) years of service as an employee of Contra Costa County. For purposes of retiree health eligibility, one (1) year of service is defined as one thousand (1,000) hours worked within one anniversary year. The existing method of crediting service while an employee is on an approved leave of absence will continue for the duration of this Agreement.
- D. Subject to the provisions of subsection 16.3 (Retirement Coverage) paragraphs A, B, and C and upon retirement and for the term of this agreement, the following employees (and their eligible family members) are eligible to receive a monthly premium subsidy for health and dental plans or are eligible to retain continuous coverage of such plans: each employee who retires from a position or classification that was represented by this bargaining unit at the time of his or her retirement.
- E. For purposes of this subsection 16.3 (Retirement Coverage) only, 'eligible family members' does not include Survivors of employees or retirees.

16.4 Health Plan Coverages and Provisions. The following provision is applicable regarding County Health and Dental Plan participation:

- A. Coverage Upon Separation: An employee who separates from County employment is covered by his/her County health and/or dental plan through the last day of the month in which he/she separates. Employees who separate from County employment may continue group health and/or dental plan coverage to the extent provided by the COBRA laws and regulations.

16.5 Family Member Eligibility Criteria: The following persons may be enrolled as the eligible Family Members of a medical or dental plan Subscriber:

A. Health Insurance

1. Eligible Dependents:
- a. Employee's legal spouse
 - b. Employee's qualified domestic partner
 - c. Employee's child to age 26
 - d. Employee's Disabled Child who is:
 - (1) over age 26,
 - i. Unmarried; and,

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- ii. Incapable of sustaining employment due to a physical or mental disability that existed prior to the child's attainment of age 19.
2. "Employee's child" includes natural child, step-child, child of a qualified domestic partner, adopted child and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

B. Dental Insurance

1. Eligible Dependents all dental plans:
 - a. Employee's legal spouse
 - b. Employee's qualified domestic partner
 - c. Employee's disabled child who is:
 - (1) Over age 19,
 - i. Unmarried; and,
 - ii. Incapable of sustaining employment due to a physical or mental disability that existed prior to the child's attainment of age 19.
2. Delta Dental PPO Only:

Employee's unmarried child who is:

 - (1) Under age 19; or
 - (2) Age 19, or above, but under age 24; and
 - i. Resides with the Employee for more than 50% of the year excluding time living at school; and,
 - ii. Receives at least 50% of support from Employee; and,
 - iii. Is enrolled and attends school on a full-time basis, as defined by the school.
3. Delta Care HMO Only – Employee's Child to age 26.
4. "Employee's child" includes natural child, child of a qualified domestic partner, step-child, adopted child and a child specified in a Qualified Medical Child Support Order (QMCSO) or similar court order.

16.6 Dual Coverage.

- A. Each employee and retiree may be covered by only a single County health (or dental) plan, including a CalPERS plan. For example, a County employee may be covered under a single County health and/or dental plan as either the primary insured or the dependent of another County employee or retiree, but not as both the primary insured and the dependent of another County employee or retiree.
- B. All dependents, as defined in Section 16.5, (Family Member Eligibility Criteria), may be covered by the health and/or dental plan of only one spouse or one domestic partner. For example, when both parents are

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County employees, all of their eligible children may be covered as dependents of either parent, but not both.

- C. For purposes of this subsection 16.6 (Dual Coverage) only, “County” includes the County of Contra Costa and all special districts governed by the Board of Supervisors, including, but not limited to, the Contra Costa County Fire Protection District.

16.7 Medical Plan Cost-Sharing for Active Employees on and after January 1, 2018.

- A. For active employees for the plan year that begins on January 1, 2018, the County will adjust the subsidy amounts in subsection 16.2.A and will pay only the total monthly premium subsidy for medical plans stated below:

<u>Medical Plans</u>	<u>Employee</u>	<u>Employee +1 Dependent</u>	<u>Employee +2 or More Dependents</u>
Contra Costa Health Plans (CCHP), Plan A	\$574.45	\$1,137.59	\$1,778.56
Kaiser Permanente Health Plan B	\$463.73	\$919.05	\$1,463.45
Kaiser Permanente High Deductible Health Plan	\$461.96	\$946.56	\$1,432.15
Health Net HMO Plan B	\$767.68	\$1,491.54	\$2,377.76

- B. Medical Plan Cost-Sharing for Active Employees for the 2019 Plan Year.
For active employees for the plan year that begins on January 1, 2019, the County will pay the monthly premium subsidy for medical plans stated below:

Employee Medical Plans	Monthly Premium	County Monthly Premium Subsidy	Employee Monthly Premium Cost
Contra Costa Health Plans (CCHP), Plan A	\$812.06	\$641.65	\$170.41
Contra Costa Health Plans (CCHP), Plan B	\$900.19	\$672.58	\$227.61
Kaiser Permanente Health Plan A	\$877.30	\$600.00	\$277.30
Kaiser Permanente Health Plan B	\$697.28	\$600.00	\$97.28
Health Net HMO Plan A	\$1,677.56	\$986.18	\$691.38
Health Net HMO Plan B	\$1,166.55	\$882.34	\$284.21
Health Net PPO Plan A	\$2,340.40	\$1,226.79	\$1,113.61
Kaiser High Deductible Health Plan	\$559.68	\$559.68	\$0.00

Employee +1 Dependent Medical Plans	Monthly Premium	County Monthly Premium Subsidy	Employee Monthly Premium Cost
Contra Costa Health Plans (CCHP), Plan A	\$1,624.10	\$1,271.99	\$352.11
Contra Costa Health Plans (CCHP), Plan B	\$1,800.37	\$1,314.95	\$485.42

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Kaiser Permanente Health Plan A	\$1,754.60	\$1,200.00	\$554.60
Kaiser Permanente Health Plan B	\$1,394.56	\$1,200.00	\$194.56
Health Net HMO Plan A	\$3,355.12	\$1,765.02	\$1,590.10
Health Net HMO Plan B	\$2,333.10	\$1,720.86	\$612.24
Health Net PPO Plan A	\$4,680.80	\$2,109.72	\$2,571.08
Kaiser High Deductible Health Plan	\$1,119.36	\$1,119.36	\$0.00

Employee +2 Dependent Medical Plans	Monthly Premium	County Monthly Premium Subsidy	Employee Monthly Premium Cost
Contra Costa Health Plans (CCHP), Plan A	\$2,436.18	\$1,980.17	\$456.01
Contra Costa Health Plans (CCHP), Plan B	\$2,700.56	\$2,106.48	\$594.08
Kaiser Permanente Health Plan A	\$2,631.90	\$1,825.00	\$806.90
Kaiser Permanente Health Plan B	\$2,091.84	\$1,825.00	\$266.84
Health Net HMO Plan A	\$5,032.68	\$3,230.62	\$1,802.06
Health Net HMO Plan B	\$3,499.65	\$2,721.74	\$777.91
Health Net PPO Plan A	\$7,021.20	\$4,251.97	\$2,769.23
Kaiser High Deductible Health Plan	\$1,679.04	\$1,679.04	\$0.00

C. Medical Plan Cost-Sharing for Active Employees on and after January 1, 2020.

1. For active employees for the plan year that begins on January 1, 2020, the County will move to a percentage-based cost sharing approach for medical care premium subsidies. The County will pay seventy-five percent (75%) of the total medical plan premium for the Employee and Employee +1 Dependent tiers of the second lowest priced non-deductible HMO plan. The County will pay 76.5% of the total medical plan premium for the Employee +2 or more Dependents tier of the second lowest priced non-deductible HMO plan. These annual calculated dollar amounts will be applied to all plans and tiers as described.
2. For active employees for the plan year that begins on January 1, 2021, the County will pay seventy-eight and a half percent (78.5%) of the total medical plan premium for each tier of the second lowest priced non-deductible HMO plan. This annual calculated amount will be applied to all plans and tiers, except Kaiser Permanente Health Plan B.
3. For active employees for the plan year that begins on January 1, 2022, and each year thereafter, the County will pay eighty percent (80%) of the total medical plan premium for each tier of the second lowest priced non-deductible HMO plan. This annual calculated dollar amount will be applied to all plans and tiers, except Kaiser Permanente Health Plan B.

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- 4. For active employees for the plan year that begins on January 1, 2021, and each year thereafter, for the Kaiser Permanente Health Plan B, employees will pay at least the following share of the total medical plan premium:

Kaiser Permanente Health Plan B	Employee Monthly Premium Cost
Employee	\$20.00
Employee +1 Dependent	\$40.00
Employee + 2 or More Dependents	\$60.00

- 5. In the event of a reduction in the premium for the second lowest priced non-deductible HMO plan, the County will pay the premium subsidy for medical plans that the County paid in the previous plan year.

- D. Beginning 2022, the County will review technological advancements in the area of benefits administration and consider asking any eligible employee who waives County health insurance to provide proof of other health insurance coverage.
- E. In June of 2024, once the premium rates for the 2025 Plan Year are known, the Union may request to reopen negotiations on the subject of health care. Unless otherwise agreed by the parties, the topics for the reopener will be limited to the medical and dental plan design, as well as County and employee subsidies.

16.8 Life Insurance Benefits. For employees who are enrolled in the County’s program of medical or dental coverage as either the primary or the dependent, term life insurance in the amount of ten thousand dollars (\$10,000) will be provided by the County. For Deputy Public Defender Attorneys, additional Group Term Life Insurance in the amount of forty-five thousand dollar (\$45,000) will be provided by the County.

16.9 Supplemental Life Insurance. In addition to the life insurance benefits provided by this agreement, employees may subscribe voluntarily and at their own expense for supplemental life insurance. Employees may subscribe for an amount not to exceed five hundred thousand dollars (\$500,000), of which one hundred and fifty thousand (\$150,000) is a guaranteed issue, provided the election is made within the required enrollment periods.

16.10 Health Care Spending Account. After six (6) months of permanent employment, full and part-time (20/40 or greater) employees may elect to participate in a Health Care Spending Account (HCSA) Program designated to qualify for tax savings under Section 125 of the Internal Revenue Code, but such savings are not guaranteed. The HCSA Program allows employees to set aside a predetermined amount of money from their pay, not to exceed the maximum amount authorized by federal law, per calendar year, of before tax dollars, for health care expenses not reimbursed by any other health benefit plans. HCSA dollars may be expended on any eligible medical

SECTION 16 - MEDICAL, DENTAL & LIFE INSURANCE

expenses allowed by Internal Revenue Code Section 125. Any unused balance is forfeited and cannot be recovered by the employee.

16.11 **PERS Long-Term Care.** The County will deduct and remit monthly premiums to the PERS Long-Term Care Administrator for employees who are eligible and voluntarily elect to purchase long-term care at their personal expense through the PERS Long-Term Care Program.

16.12 **Dependent Care Assistance Program.** The County offers the option of enrolling in a Dependent Care Assistance Program (DCAP) designed to qualify for tax savings under Section 129 of the Internal Revenue Code, but such savings are not guaranteed. The program allows employees to set aside a predetermined amount of annual salary not to exceed the lesser of either five thousand dollars (\$5,000) or the maximum amount authorized by federal law, of annual salary (before taxes) per calendar year, of before-tax dollars to pay for eligible dependent care (child and elder care) expenses. Any unused balance is forfeited and cannot be recovered by the employee.

16.13 **Premium Conversion Plan.** The County offers the Premium Conversion Plan (PCP) designed to qualify for tax savings under Section 125 of the Internal Revenue Code, but tax savings are not guaranteed. The program allows employees to use pre-tax dollars to pay health and dental premiums.

16.14 **Prevailing Section.** To the extent that any provision of this Section 16 (Medical, Dental & Life Insurance) is inconsistent with any provision of any other County enactment or policy, including but not limited to Administrative Bulletins, the Salary Regulations, the Personnel Management Regulations, or any other agreement or order of the Board of Supervisors, the provision(s) of this Section 16 (Medical, Dental & Life Insurance) will prevail.

16.15 **Rate Information.** The County Benefits Division will make health and dental plan rate information available upon request to employees and departments. In addition, the County Benefits Division will publish and distribute to employees and departments information about rate changes as they occur during the year.

16.16 **Partial Month.** The County's contribution to the health plan premium is payable for any month in which the employee is paid. If an employee is not paid enough compensation in a month to pay the employee share of the premium, the employee must make up the difference by remitting the amount delinquent to the Human Resources Department-Employee Benefits Division. The responsibility for this payment rests with the employee. If payment is not made, the employee shall be dropped from the health plan.

16.17 **Coverage During Absences.** An employee shall be allowed to maintain his/her health plan coverage at the County group rate for twelve (12) months if the employee is on an approved leave of absence and has exhausted all available accruals provided that the employee shall pay the entire premium (i.e. both employer and employee share) for the health plan during said leave. Said payment shall be made by the employee at a time and place specified by the County. Late payment shall result in cancellation of health plan coverage.

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An employee on leave in excess of twelve (12) months may continue group coverage subject to the provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA) provided the employee pays the entire cost of coverage, plus any administrative fees, for the option selected. The entire cost of coverage shall be paid at a place and time specified by the County. Late payment may result in cancellation of health plan coverage with no reinstatement allowed.

16.18 **Child Care.** The County will continue to support the concept of non-profit child care facilities similar to the “Kid’s at Work” program established in the Public Works Department.

16.19 **Health Benefit Coverage for Employees Not Otherwise Covered.** To access County health plans, an employee represented by the Association who is not otherwise eligible for health coverage by the County, must be eligible to receive an offer of coverage from the County under the federal Patient Protection and Affordable Care Act (“ACA”) (42 U.S.C. § 18081). Employees eligible to receive an offer of coverage (and qualified dependents), will be offered access to County health insurance plans. Employees will be responsible for the full premium cost of coverage. This provision is not subject to the grievance process.

16.20 **Health Savings Account with High Deductible Health Plan**

A. Active employees who are enrolled in the Kaiser Permanente High Deductible Health Plan may select a Health Savings Account (“HSA”) offered through Kaiser Permanente under the following conditions and subject to any other laws, regulations or rules governing HSAs:

1. Only active employees who are enrolled in the Kaiser High Deductible Health Plan may elect to initially enroll in the HSA. The HSA is not available to permanent-intermittent or temporary employees.
2. Employees may only contribute up to the maximum annual contribution rate for HSAs as set forth in the United States Internal Revenue Code.
3. Funds contributed to the HSA are invested as directed by the employee. The County does not provide any recommendations or advice on investment or use of HSA funds.
4. Employees are responsible for paying any HSA account management fees charged by the HSA administrator.
5. The County does not manage or administer the HSAs.

B. For the 2019 Plan Year, the County will make a one-time contribution of five hundred dollars (\$500) into the HSA for active employees who are enrolled in the Kaiser Permanente High Deductible Health Plan for the 2019 plan year and who have an HSA. The contribution will be made with the February 10, 2019 pay.

SECTION 17 - PROBATIONARY PERIOD

- C. For the 2020-2022 Plan Years, the County will contribute six hundred and twenty-five dollars (\$625) annually into the HSA for active employees who are enrolled in the Kaiser Permanente High Deductible Health Plan and have an HSA. The contribution will be made with the February 10 pay for the plan year.
- D. For the 2023 Plan Year and each year thereafter, the County will contribute seven hundred and fifty dollars (\$750) annually into the HSA for active employees who are enrolled in the Kaiser Permanente High Deductible Health Plan and have an HSA. The contribution will be made with the February 10 pay for the plan year.

16.21 Voluntary Vision Plan. The County will offer active employees the option to enroll in a voluntary vision plan during open enrollment. Employees will pay the full premium cost of the plan. The County will contract for a voluntary vision plan with no co-pays. The vision plan is not available to permanent-intermittent or temporary employees.

SECTION 17 - PROBATIONARY PERIOD

17.1 Duration. All appointments from officially promulgated employment lists for original entrance and promotion shall be subject to a probationary period. The probationary period shall be nine (9) months for original entrance appointments and six (6) months for promotional appointments, except that the probationary period for Deputy Public Defenders shall be six (6) months for original entrance and promotional appointments. Notwithstanding the other provisions of this section, the probation period for all appointments to the Deputy Public Defender Fixed-Term classification will be twelve (12) months.

17.2 Revised Probationary Period. When the probationary period for a class is changed, only new appointees to positions in the classification shall be subject to the revised probationary period.

17.3 Criteria. The probationary period shall date from the time of appointment to a permanent position after certification from an eligible list. It shall not include time served under provisional appointment or under appointment to limited term positions or any period of continuous leave of absence without pay or period of work connected disability exceeding fifteen (15) calendar days.

17.4 Rejection During Probation/Appeal.

- A. An employee who is rejected during the probation period and restored to the eligible list shall begin a new probationary period if subsequently certified and appointed.
- B. Notwithstanding any other provisions of this section, an employee (probationer) shall have the right to appeal from any rejection during the probationary period based on political, or religious or Association activities, or race, color, national origin, sex, age, disability, or sexual orientation.

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- C. The appeal must be written, must be signed by the employee and set forth the grounds and facts by which it is claimed that grounds for appeal exist under subsection 17.4 (Rejection During Probation/Appeal) paragraph B and must be filed through the Director of Human Resources to the Merit Board by 5:00 p.m. on the seventh (7th) calendar day after the date of delivery to the employee of notice of rejection.
- D. The Merit Board shall consider the appeal, and if it finds probable cause to believe that the rejection may have been based on grounds prohibited in subsection 17.4 (Rejection During Probation/Appeal) paragraph B, it may refer the matter to a Hearing Officer for hearing, recommended findings of fact, conclusions of law and decision, pursuant to the relevant provisions of the Merit Board rules in which proceedings the rejected probationer has the burden of proof.
- E. If the Merit Board finds no probable cause for a hearing, it shall deny the appeal. If, after hearing, the Merit Board upholds the appeal, it shall direct that the appellant be reinstated in the position and the appellant shall begin a new probationary period unless the Merit Board specifically reinstates the former period.

17.5 Regular Appointment. The regular appointment of a probationary employee shall begin on the day following the end of the probationary period, subject to the condition that the Director of Human Resources receive from the appointing authority a statement in writing that the services of the employee during the probationary period were satisfactory and that the employee is recommended for permanent appointment. A probationary employee may be rejected at any time during the probation period without regard to the Skelly provisions of this Memorandum, without notice and without right of appeal or hearing. If the appointing authority has not returned the probation report, a probationary employee may be rejected from the service within a reasonable time after the probation period for failure to pass probation. If the appointing authority fails to submit in a timely manner the proper written documents certifying that a probationary employee has served in a satisfactory manner and later acknowledges it was his or her intention to do so, the regular appointment shall begin on the day following the end of the probationary period.

Notwithstanding any other provisions of the MOU, an employee rejected during the probation period from a position in the Merit System to which the employee had been promoted or transferred from an eligible list, shall be restored to a position in the department from which the employee was promoted or transferred. An employee dismissed for other than disciplinary reasons within six (6) months after being promoted or transferred from a position in the Merit System to a position not included in the Merit System shall be restored to a position in the classification in the department from which the employee was promoted or transferred.

A probationary employee who has been rejected or has resigned during probation shall not be restored to the eligible list from which the employee was certified unless the employee receives the affirmative recommendation from the appointing authority and is certified by the Director of Human Resources whose decision is final. The Director of Human Resources shall not certify the name of a person restored to the eligible list to

SECTION 18 - PROMOTION

the same appointing authority by whom the person was rejected from the same eligible list, unless such certification is requested in writing by the appointing authority.

Notwithstanding the provisions of this section, employees previously employed as a Deputy Public Defender Fixed-Term classification do not have the right to be restored to, reemployed in, or placed on the eligible list for the Deputy Public Defender Fixed-Term classification.

17.6 Layoff During Probation. An employee who is laid off during probation, if reemployed in the same class by the same department, shall be required to complete only the balance of the required probation. If reemployed in another department or in another classification, the employee shall serve a full probationary period. An employee appointed to a permanent position from a layoff or reemployment list is subject to a probation period if the position is in a department other than the department from which the employee separated, displaced, or voluntarily demoted in lieu of layoff. An appointment from a layoff or reemployment list is not subject to a probation period if the position is in the department from which the employee separated, displaced or voluntarily demoted in lieu of layoff.

17.7 Rejection During Probation of Layoff Employee. An employee who has achieved permanent status in the class before layoff and who subsequently is appointed from the layoff list and then rejected during the probation period shall be automatically restored to the layoff list, unless discharged for cause, if the person is within the period of layoff eligibility. The employee shall begin a new probation period if subsequently certified and appointed in a different department or classification than that from which the employee was laid off.

SECTION 18 - PROMOTION

18.1 Competitive Exam. Promotion shall be by competitive examination unless otherwise provided in this MOU.

18.2 Promotion Policy. The Director of Human Resources, upon request of an appointing authority, shall determine whether an examination is to be called on a promotional basis.

18.3 Open Exam. If an examination for one of the classes represented by the Association is proposed to be announced on an Open only basis the Director of Human Resources shall give five (5) days prior notice of such proposed announcement and shall meet at the request of the Association to discuss the reasons for such open announcement.

18.4 Promotion via Reclassification Without Examination. Notwithstanding other provisions of this Section, an employee may be promoted from one classification to a higher classification and his/her position reclassified at the request of the appointing authority and under the following conditions:

- A. An evaluation of the position(s) in question must show that the duties and responsibilities have significantly increased and constitute a higher level of work.

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- B. The incumbent of the position must have performed at the higher level for six (6) months.
 - C. The incumbent must meet the minimum education and experience requirements for the higher class.
 - D. The action must have approval of the Director of Human Resources.
 - E. The Association approves such action. The appropriate rules regarding probationary status and salary on promotion are applicable.

18.5 Requirements for Promotional Standing. In order to qualify for an examination called on a promotional basis, an employee must have probationary or permanent status in the merit system and must possess the minimum qualifications for the class. Applicants will be admitted to promotional examinations only if the requirements are met on or before the final filing date. If an employee who is qualified on a promotional employment list is separated from the merit system, except by layoff, the employee's name shall be removed from the promotional list.

18.6 Seniority Credits. Employees who have qualified to take promotional examinations and who have earned a total score, not including seniority credits, of seventy (70) percent or more, shall receive, in addition to all other credits, five one-hundredths of one percent (.05%) for each completed month of service as a permanent County employee continuously preceding the final date for filing application for said examination. For purposes of seniority credits, leaves of absence shall be considered as service. Seniority credits shall be included in the final percentage score from which the rank on the promotional list is determined. No employee, however, shall receive more than a total of five percent (5%) credit for seniority in any promotional examination.

18.7 Release Time for Physical Examination. County employees who are required as part of the promotional examination process to take a physical examination shall do so on County time at the County's expense.

18.8 Release Time for Examinations. Permanent employees will be granted reasonable time from work without loss of pay to take County examinations or to go to interviews for a County position provided the employees give the Department sufficient notice of the need for time off. "Reasonable" release time shall include time for travel and interviewing/testing.

SECTION 19 – RESIGNATIONS

19.1 Resignation Procedure. An employee's voluntary termination of service is a resignation. Written resignations shall be forwarded to the Human Resources Department by the appointing authority immediately on receipt, and shall indicate the effective date of termination. Oral resignation shall be immediately confirmed by the appointing authority in writing to the employee and to the Human Resources Department and shall indicate the effective date of termination.

19.2 Resignation in Good Standing. A resignation giving the appointing authority written notice at least two (2) weeks in advance of the last date of service (unless the appointing authority requires a longer period of notice, or consents to the employee's terminating on shorter notice) is a resignation in good standing.

19.3 Constructive Resignation. A constructive resignation occurs and is effective when:

- A. An employee has been absent from duty for five (5) consecutive working days without leave; and
- B. Five (5) more consecutive work days have elapsed without response by the employee after the receipt of a registered or certified letter citing a notice of resignation by the appointing authority to the employee at the employee's last known address, but no more than ten (10) working days from mailing of said notice.

19.4 Effective Resignation. A resignation is effective when delivered or spoken to the appointing authority, operative on that date or another date specified. An employee who resigns without advance notice, as set forth in subsection 19.2 (Resignation in Good Standing), may seek rescission of the resignation and reinstatement by delivering an appeal in writing to the Human Resources not later than close of business on the third (3rd) calendar day after the resignation is effective. Within five (5) work days of receipt of the appeal, the Director of Human Resources shall consider the appeal and render a final and binding decision including, if applicable, the date of reinstatement.

19.5 Revocation. A resignation that is effective is revocable only by written concurrence of the employee and the appointing authority.

19.6 Coerced Resignations.

- A. Time Limit. A resignation which the employee believes has been coerced by the appointing authority may be revoked within seven (7) calendar days after its expression, by serving written notice on the Director of Human Resources and a copy to the appointing authority.
- B. Reinstatement. If the appointing authority acknowledges that the employee could have believed that the resignation was coerced, it shall be revoked and the employee returned to duty effective on the day following the appointing authority's acknowledgment without loss of seniority or pay.
- C. Contest. Unless, within seven (7) days of the receipt of the notice, the appointing authority acknowledges that the resignation could have been believed to be coerced, this question should be handled as an appeal to the Merit Board. In the alternative, the employee may file a written election with the Director of Human Resources waiving the employee's right of appeal to the Merit Board in favor of the employee's appeal rights under the grievance procedure contained in Section 21 of the MOU beginning with Step 3.

SECTION 20 - DISMISSAL, SUSPENSION, TEMPORARY REDUCTION IN PAY, AND DEMOTION

- D. Disposition. If a final decision is rendered that determines that the resignation was coerced, the resignation shall be deemed revoked and the employee returned to duty effective on the day following the decision but without loss of seniority or pay, subject to the employee's duty to mitigate damages.

SECTION 20 - DISMISSAL, SUSPENSION, TEMPORARY REDUCTION IN PAY, AND DEMOTION

20.1 Sufficient Cause for Action. The appointing authority may dismiss, suspend, temporarily reduce the pay of, or demote any employee for cause. The reduction in pay may not exceed five percent (5%) for a three (3) month period. The following are sufficient causes for such action; the list is indicative rather than inclusive of restrictions and dismissal, suspension or demotion may be based on reasons other than those specifically mentioned:

- A. Absence without leave.
- B. Conviction of any criminal act involving moral turpitude.
- C. Conduct tending to bring the merit system into disrepute.
- D. Disorderly or immoral conduct.
- E. Incompetence or inefficiency.
- F. Insubordination.
- G. Being at work under the influence of liquor or drugs, carrying onto the premises liquor or drugs or consuming or using liquor or drugs during work hours and/or on County premises.
- H. Neglect of duty (i.e. non-performance of assigned responsibilities).
- I. Negligent or willful damage to public property or waste of public supplies or equipment.
- I. Violation of any lawful or reasonable regulation or order given by a supervisor or Department Head.
- K. Willful violation of any of the provisions of the merit system ordinance or Personnel Management Regulations.
- L. Material and intentional misrepresentation or concealment of any fact in connection with obtaining employment.
- M. Misappropriation of County funds or property.

SECTION 20 - DISMISSAL, SUSPENSION, TEMPORARY REDUCTION IN PAY, AND DEMOTION

- N. Unreasonable failure or refusal to undergo any physical, medical and/or psychiatric exam and/or treatment authorized by this MOU.
- O. Dishonesty or theft.
- P. Excessive or unexcused absenteeism and/or tardiness.
- Q. Sexual harassment, including but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal, or physical conduct of a sexual nature, when such conduct has the purpose or effect of affecting employment decisions concerning an individual, or unreasonably interfering with an individual's work performance, or creating an intimidating and hostile working environment.

20.2 Skelly Requirements. Before taking a disciplinary action to dismiss, suspend for more than five (5) work days, temporarily reduce the pay of, or demote an employee, the appointing authority shall cause to be served personally or by certified mail, on the employee, a Notice of Proposed Action, which shall contain the following:

- A. A statement of the action proposed to be taken.
- B. A copy of the charges; including the acts or omissions and grounds upon which the action is based.
- C. If it is claimed that the employee has violated a rule or regulation of the County, department or district, a copy of said rule shall be included with the notice.
- D. A statement that the employee may review and request copies of materials upon which the proposed action is based.
- E. A statement that the employee has seven (7) calendar days to respond to the appointing authority either orally or in writing.

20.3 Employee Response. The employee upon whom a Notice of Proposed Action has been served shall have seven (7) calendar days to respond to the appointing authority either orally or in writing before the proposed action may be taken. Upon request of the employee and for good cause, the appointing authority may extend in writing the period to respond. If the employee's response is not filed within seven (7) days or during an extension, the right to respond is lost.

20.4 Leave Pending Employee Response. Pending response to a Notice of Proposed Action within the first seven (7) days or extension thereof, the appointing authority for cause specified in writing may place the employee on temporary leave of absence, with pay.

20.5 Length of Suspension. Suspensions without pay shall not exceed thirty (30) days unless ordered by an arbitrator, an adjustment board or the Merit Board.

SECTION 21 - GRIEVANCE PROCEDURE

20.6 Procedure on Dismissal, Suspension, Temporary Reduction in Pay, or Demotion.

- A. Written Order Required. In any disciplinary action to dismiss, suspend, temporarily reduce the pay of, or demote an employee having permanent status in a position in the merit system, after having complied with the Skelly requirements where applicable, the appointing authority shall make an order in writing stating specifically the causes for the action.
- B. Service of Order. Said order of dismissal, suspension, temporary reduction in pay, or demotion shall be filed with the Director of Human Resources, showing by whom and the date a copy was served upon the employee to be dismissed, suspended, temporarily reduced in pay, or demoted, either personally or by certified mail to the employee's last known mailing address. The order shall be effective either upon personal service or deposit in the U.S. Postal Service.
- C. Employee Appeals from Order. The employee may appeal an order of dismissal, suspension, temporary reduction in pay, or demotion either to the Merit Board or through the procedures of Section 21 (Grievance Procedure) of this MOU provided that such appeal is filed in writing with the Director of Human Resources within ten (10) calendar days after service of said order. An employee may not both appeal to the Merit Board and file a grievance under Section 21 (Grievance Procedure) of this MOU.

20.7 Employee Representation Rights. The County recognizes an employee's right to representation during an investigatory interview or meeting which may result in discipline. The County shall not interfere with the representative's right to assist an employee to clarify the facts during the interview. If the employee requests an Association representative, the investigatory interview shall be temporarily recessed for a reasonable period of time until an Association representative can be present. For those interviews, which by nature of the incident must take place immediately, the Association will take all reasonable steps to make an Association representative immediately available. The employer shall inform the employee of the general nature of the investigation at the time the employer directs the employee to be interviewed.

SECTION 21 - GRIEVANCE PROCEDURE

21.1 Definition and Procedural Steps. A grievance is any dispute that involves the interpretation or application of any provision of this MOU excluding, however, those provisions of this MOU that specifically provide that the decision of any County official shall be final; the interpretation or application of those provisions is not subject to the grievance procedure. An employee may elect to appeal disciplinary action through this grievance procedure, or to the Merit Board on matters within its jurisdiction, but not both. The Association may represent the grievant at any step of the process.

SECTION 21 - GRIEVANCE PROCEDURE

Grievances must be filed within thirty (30) calendar days of the incident or occurrence about which the grievant claims to have a grievance. Discipline appeals utilizing the grievance procedure must be filed within the timeframe set forth in Section 20.6 – Procedure on Dismissal, Suspension, Temporary Reduction in Pay, or Demotion. Grievances will be processed in the following manner:

Step 1. Supervisor. The Association or any employee or group of employees (“grievant”) who believes that a provision of this MOU has been misinterpreted or misapplied to his, her, or their detriment shall discuss the complaint with the grievant's immediate supervisor, who shall meet with the grievant within five (5) work days of receipt of a written request to hold such meeting. The supervisor will advise the grievant in writing, within five (5) work days of the meeting, whether the grievance is granted or denied. The supervisor shall deliver his/her determination to by email to the grievant and to the Association's designated representative.

Step 2. Department Head. If an issue is not satisfactorily resolved in Step 1 above, the Association may submit the grievance in writing within ten (10) work days to the Public Defender or his or her designee. This formal written grievance must state which provision(s) of the MOU has been misinterpreted or misapplied, how it has been misinterpreted or misapplied, how misapplication or misinterpretation has affected the grievant to the grievant's detriment, and the redress the Association seeks. A copy of each written communication regarding a grievance must be filed with the Employee Relations Officer or designee. The Public Defender or his or her designee shall have ten (10) work days in which to respond to the grievance in writing stating the reason(s) for the disposition of the grievance. The response shall be emailed to the grievant and to the Association's designated representative. If either the Association or grievant request a meeting with the Public Defender or his/her designee at this step, such a meeting will be held.

Step 3. Labor Relations. If a grievance is not resolved at Step 2, the Association may submit the grievance to the Employee Relations Officer or designee in writing within ten (10) work days after the date that the Step 2 response is delivered to the Association. Within twenty (20) work days after receipt of the grievance at Step 3, the Employee Relations Officer or designee must meet with the Association and the Public Defender or his/her designee to discuss the facts, discuss other potentially relevant information or avenues of inquiry and any terms either party wishes to offer to resolve the grievance. In the course of the step 3 meeting, both parties shall be prepared to present to the other party a copy of each relevant document available at the time of the meeting.

For grievances involving interpretation of this MOU, the Employee Relations Officer or his/her designee will decide the grievance on its merits and provide the grievant, the Association, and the Department with a written decision stating the reason(s) for the disposition of the grievance within fifteen (15) workdays of the date of the Step 3 Meeting, unless more time is granted by mutual agreement.

For grievances involving appeals from disciplinary action, the Employee Relations Officer or his/her designee will attempt to resolve the grievance. In the event that the grievance is not resolved, the Employee Relations Officer or his/her designee will provide written notice of that fact to the grievant, the Association, and the Department within fifteen (15) workdays of the date of the Step 3 meeting, unless more time is granted by mutual agreement.

SECTION 21 - GRIEVANCE PROCEDURE

Step 4. Mediation. No grievance may be processed under this section which has not first been filed and investigated in accordance with Step 3 above. If the parties are unable to reach a mutually satisfactory accord on any grievance that is presented at Step 3, the Association may appeal the grievance and request mediation in writing to the Employee Relations Officer or designee within ten (10) work days of the date of the written response at Step 3. This step of the grievance procedure may be waived by the written mutual agreement of the parties.

Step 5. Arbitration. If the grievance is not resolved at step 4, either party may require that the grievance be referred to an impartial arbitrator who shall be designated by mutual agreement between the Association and the Employee Relations Officer. Such request shall be submitted within twenty (20) work days of the completion of mediation at Step 4. Within twenty (20) work days of the request for arbitration the parties shall mutually select an arbitrator who shall render a decision within thirty (30) work days from the date of final submission of the grievance including receipt of the court reporter's transcript and post-hearing briefs, if any, unless more time is granted by mutual agreement. If the parties are unable to agree upon an arbitrator, they shall request a list of the names of five (5) impartial arbitrators from which the parties will alternately strike names, with the Employee Relations Officer striking the first name, until a single name remains.

The fees and expenses of the arbitrator and the court reporter (if any) will be shared equally by the Association and the County. Each party will bear the costs of its own presentation, including preparation and post-hearing briefs, if any.

21.2 Scope of Arbitration Decisions

- A. Decisions of Arbitrators on matters properly before them, are final and binding on the parties hereto, to the extent permitted by law.
- B. No Arbitrator has the power to amend or modify this MOU or written agreements supplementary hereto.
- C. If the Employee Relations Officer, pursuant to the procedures outlined in Step 3 above or Step 4 above resolves a grievance which involves suspension or discharge, he or she may agree to payment for lost time (including but not limited to both back pay and front pay) or to reinstatement with or without payment for lost time.
- D. No change in this MOU will be recognized unless agreed to by the County and the Association.

21.3 Filing By The Association At Step 3. The Association may file a grievance at Step 3 on behalf of affected employees when action by the County Administrator or the Board of Supervisors allegedly violates a provision of this MOU.

SECTION 22 - BILINGUAL PAY

21.4 **Time Limits.** The time limits specified above may be waived by mutual agreement of the parties to the grievance. If the County fails to meet the time limits specified in Steps 1 through 3 above, the grievance will automatically move to the next step. If a grievant fails to meet the time limits specified in Steps 1 through 4 above, the grievance will be deemed to have been withdrawn. Any procedural issue of arbitrability, including compliance with time limits, will be decided by the arbitrator.

21.5 **Strike/Work Stoppage.** During the term of this MOU, the Association, its members and representatives, agree that it and they will not engage in, authorize, sanction, or support any strike, slowdown, stoppage of work, sick-out, or refusal to perform customary duties. In the case of a legally declared lawful strike against a private or public sector employer which has been sanctioned and approved by the labor body or council having jurisdiction, an employee who is in danger of physical harm shall not be required to cross the picket line, provided the employee advises his or her supervisor as soon as possible, and provided further that an employee may be required to cross a picket line where the performance of his or her duties is of an emergency nature and/or failure to perform such duties might cause or aggravate a danger to public health or safety.

SECTION 22 - BILINGUAL PAY

A salary differential of one hundred dollars (\$100) per month shall be paid incumbents of positions requiring bilingual proficiency as designated by the appointing authority and Director of Human Resources. Said differential shall be paid to eligible employees in paid status for any portion of a given month. Designation of positions for which bilingual proficiency is required is the sole prerogative of the County. The Association shall be notified when such designations are made.

SECTION 23 - RETIREMENT

23.1 **Contribution.**

- A. Effective on November 1, 2012, employees are responsible for the payment of one hundred percent (100%) of the employees' basic retirement benefit contributions determined annually by the Board of Retirement of the Contra Costa County Employees' Retirement Association without the County paying any part of the employees' contribution. Employees are also responsible for the payment of the employees' contributions to the retirement cost of living program as determined annually by the Board of Retirement, without the County paying any part of the employees' contributions. The County is responsible for one hundred percent (100%) of the employer's retirement contributions determined annually by the Board of Retirement.
- B. The Association will pay the county thirty-four thousand dollars (\$34,000) to compensate the county for the lost savings associated with the delay in implementation of Section 23.1A above. Payment will be due upon ratification of the MOU by the Board of Supervisors.

SECTION 24– DEPUTY PUBLIC DEFENDER FIXED-TERM CLASSIFICATION

23.2 Retirement Benefits – Employees Who Become Members of CCCERA After December 31, 2012.

- A. For employees who become members of the Contra Costa County Employees Retirement Association (CCCERA) after December 31, 2012, retirement benefits are governed by the California Public Employees Pension Reform Act of 2013 (PEPRA), (Chapters 296, 297, Statutes of 2012). To the extent PEPRA conflicts with any provision of this Agreement, PEPRA will govern.
- B. For employees who become members of the Contra Costa County Employees Retirement Association (CCCERA) after December 31, 2012, the cost of living adjustment to the retirement allowance will not exceed two percent (2%) per year, and the cost of living adjustment will be banked.
- C. The County will seek legislation amending the County Employees Retirement Law of 1937 to clarify that the current Tier III disability provisions apply to employees who, under PEPRA, become New Members of CCCERA. The Association will support the legislation, in addition to the County, by calling and sending a letter (on Association letterhead) in support of the bill to the state legislator sponsoring the bill, on or before the date specified by the County. In addition, if requested by the County, the Association will testify in support of the bill before the state legislative committees considering the bill.

SECTION 24– DEPUTY PUBLIC DEFENDER FIXED-TERM CLASSIFICATION

- A. The Deputy Public Defender Fixed-Term (25WB) attorney class is ineligible for the following benefits:
 - 1. Longevity Pay Plan
 - 2. Management Life Insurance
 - 3. Management Long-Term Disability
- B. Employees in the Deputy Public Defender Fixed-Term Attorney class will be credited hours paid administrative leave each January 1, subject to the provisions of the MOU.

SECTION 25 - TRAINING AND PROFESSIONAL EXPENSE REIMBURSEMENT

25.1 Deputy Public Defender Professional Expenses. The County shall reimburse each Deputy Public Defender up to a maximum of one thousand and two hundred dollars (\$1,200) for each two (2) year period beginning on January 1, 2022, for the following types of expenses: membership dues in legal, professional associations; purchase of legal publications; legal on-line computer services; and training and travel costs for educational courses related to the duties of a Deputy Public Defender; and software and hardware from a standardized County approved list or with Department Head approval, provided each Deputy Public Defender complies with the provisions of the Computer Use and Security Policy adopted by the Board of Supervisors.

SECTION 24– DEPUTY PUBLIC DEFENDER FIXED-TERM CLASSIFICATION

The County will pay, on behalf of Deputy Public Defenders, California State Bar membership dues (but not penalty fees) and for criminal specialization fees. To be eligible, an employee must be employed as a permanent Deputy Public Defender with the Contra Costa County Public Defenders' Office as of January 1 of each calendar year.

The Office of the Public Defender will notify the Auditor-Controller by January 10th of each year the count of eligible attorneys and the amount to be paid to the State Bar.

The Auditor-Controller will prepare one check to the State Bar of California for annual membership dues by January 20th.

The Office of the Public Defender will process payment and any required documentation to the State Bar of California by January 30, of each year.

25.2 Public Defender Investigator Professional Expenses. The County shall reimburse each Public Defender Investigator up to a maximum of two hundred fifty dollars (\$250) each fiscal year for the following types of expenses: membership dues in investigation/legal/professional associations; purchase of investigation/legal publications; and training travel costs for educational courses related to the duties of a Public Defender Investigator; and software and hardware from a standardized County approved list or with Department Head approval, provided each Public Defender Investigator complies with the provisions of the Computer Use and Security Policy adopted by the Board of Supervisors. Effective January 1, 2022, the maximum reimbursement amount will be increased to one thousand and two hundred dollars (\$1,200) for each two (2) year period. This increase will be funded from the Association's portion of funds under Section 43—Non-Healthcare/Non-General Wage Re-Opener.

25.3 Deputy Public Defender Law School Student Loan Reimbursement Program.

- A. Eligibility: Employees first employed in the classifications of Deputy Public Defender Special Assignment and Deputy Public Defender Fixed-Term, Deputy Public Defender I and/or Deputy Public Defender II and/or Deputy Public Defender III. Payments will only be made to employees in paid status as of July 1, 2014, and thereafter.

- B. Qualifying amounts and terms: The employee must satisfy all of the following criteria to be eligible for any payments through this Law School Student Loan Reimbursement Program.
 - i. First Payment: The employee must be hired as a permanent Deputy Public Defender Fixed-Term, Deputy Public Defender I or II or III, and worked as a permanent Deputy Public Defender Fixed-Term, Deputy Public Defender I, II, III, or IV for at least three (3) consecutive years from date of hire to be eligible for the first payment. Upon completion of the third

SECTION 24– DEPUTY PUBLIC DEFENDER FIXED-TERM CLASSIFICATION

consecutive year of employment as a Deputy Public Defender Fixed-Term, Deputy Public Defender I, II, III, or IV, the employee may receive \$2,000 for purposes of reimbursement for law school student loan payments.

- ii. Second Payment: For an employee who entered County service as a permanent Deputy Public Defender Fixed-Term, Deputy Public Defender I or II or III, the employee must work as a Deputy Public Defender I, II, III, or IV during the fourth year of employment from date of hire to be eligible for the second payment. Upon completion of four (4) years of employment with the County as a permanent Deputy Public Defender, the employee may receive \$3,000 for purposes of reimbursement for law school student loan payments.
- iii. Third Payment: For an employee who entered County service as a permanent Deputy Public Defender Fixed-Term, Deputy Public Defender I or II or III, the employee must work as a Deputy Public Defender I, II, III, or IV during the fifth year of employment from date of hire to be eligible for the third payment. Upon completion of five (5) years of employment with the County as a permanent Deputy Public Defender, the employee may receive \$4,000 for purposes of reimbursement for law school student loan payments.
- iv. Fourth Payment: For an employee who entered County service as a permanent Deputy Public Defender Fixed-Term, Deputy Public Defender I or II or III, the employee must work as a Deputy Public Defender I, II, III, or IV during the sixth year of employment from date of hire to be eligible for the fourth payment. Upon completion of six (6) years of employment with the County as a permanent Deputy Public Defender, the employee may receive \$6,000 for purposes of reimbursement for law school student loan payments.
- v. For employees employed less than forty hours per week, the law school reimbursement amount shall be adjusted proportionately to the percentage of time the person is actively working throughout the respective year.
- vi. For each claim of reimbursement, employee must supply documentation reflecting the existence of an outstanding student loan.
- vii. This program is not available to attorneys who have paid off their law school student loans or to those attorneys who did not incur law school student loans.
- viii. The law school student loan reimbursement program will not exceed \$15,000 for any one person.
- ix. The law school student loan reimbursement payments are subject to applicable state and federal withholding, if any.

SECTION 26 - COMPUTER VISION CARE (CVC) USERS EYE EXAMINATION

SECTION 26 - COMPUTER VISION CARE (CVC) USERS EYE EXAMINATION

Employees shall be eligible to receive an annual eye examination on County time and at County expense in accordance with the following conditions:

- A. Eligible employees must use a video display terminal at least an average of two hours per day as certified by their department.
- B. Eligible employees who wish an eye examination under this program should request it through the County Human Resources Department, Benefits Division, who will arrange for eye examinations and monitor the results on a County-wide basis.
- C. Should prescription CVC glasses be prescribed for an employee following an eye examination, the County agrees to provide, at no cost, the basic coverage including a fifty dollar (\$50) frame and single vision lenses. Employees may, through individual arrangement between the employee and his/her doctor, and solely at the employee's expense, include bifocal, trifocal or blended lenses and other care, services or materials not covered by the plan. The basic plan coverage, including the examination, may be credited toward the employee enhanced benefit.

SECTION 27 – VEHICLE COSTS

27.1 Reimbursement for Use of Personal Vehicle. The mileage allowance for use of personal vehicles on County business shall be paid according to the rates allowed by the Internal Revenue Service and shall be adjusted to reflect changes in this rate on the date it becomes effective or the first of the month following announcement of the changed rate by the Internal Revenue Service, whichever is later.

27.2 Charge For Use of Home Garaged County Vehicle. Employees hired after July 1, 1994 who are assigned vehicles to garage at home will be charged the IRS mileage rate for all commute miles driven outside the limits of Contra Costa County that exceed thirty (30) miles round-trip in any one day.

27.3 Investigator Use of County Cars. The Office of Public Defender will continue the current policy regarding the use of cars by Public Defender Investigators.

SECTION 28 - PAY WARRANT ERRORS

If an employee receives a pay warrant which has an error in the amount of compensation to be received and if this error occurred as a result of a mistake by the Auditor-Controller's Department, it is the policy of the Auditor-Controller's Department that the error will be corrected and a new warrant issued within forty-eight (48) hours, exclusive of Saturdays, Sundays and holidays from the time the Department is made aware of and verifies that the pay warrant is in error. If the pay warrant error has

occurred as a result of a mistake by an employee (e.g. payroll clerk) other than the employee who is receiving the pay, the error will be corrected as soon as possible from the time the department is made aware that pay warrant is in error. Pay errors in employee pay shall be corrected as soon as possible as to current pay rate but that no recovery of either overpayments or underpayments to an employee shall be made retroactively except for the two (2) year period immediately preceding discovery of the pay error. This provision shall apply regardless of whether the error was made by the employee, the appointing authority or designee, the Director of Human Resources or designee, or the Auditor-Controller or designee. Recovery of fraudulently accrued over or underpayments are excluded from this section for both parties. When the County notifies an employee of an overpayment and proposed repayment schedule and the employee wishes to meet with the County, a meeting will be held at which time a repayment schedule shall be determined. A repayment schedule will be no longer than three times (3) the length of time the overpayment occurred. If requested by the employee, a Association representative may be present at a meeting with management to discuss a repayment schedule in the case of overpayments to the employee.

SECTION 29 - FLEXIBLE STAFFING

Certain positions may be designated by the Director of Human Resources as flexibly staffed positions. Positions are generally allocated at the first level of the job series when vacated. When the position is next filled and an incumbent of one of these positions meets the minimum qualifications for the next higher level and has met appropriate competitive requirements he or she may then be promoted to the next higher classification within the job series without need of a classification study. If the Public Defender's Department verifies in writing that an administrative or clerical error was made in failing to submit the documents needed to promote an employee on the first of the month when eligible, said appointment shall be made retroactive to the first of the month when eligible. An employee who is denied a promotion to a flexibly staffed position may appeal such denial to the Merit Board.

SECTION 30 - PERSONNEL FILES

An employee shall have the right to inspect and review any official record(s) relating to his or her performance as an employee or to a grievance concerning the employee which is kept or maintained by the County in the employee's personnel file in the Human Resources Department or in the employee's personnel file in their Department. The employee's Association representative, with written authorization by the employee, shall also have the right to inspect and review any official record(s) described above. The contents of such records shall be made available to the employee and/or the employee's Association representative, for inspection and review at reasonable intervals during the regular business hours of the County. Employees shall be permitted to review their personnel files at the Personnel office during their working hours. For those employees whose work hours do not coincide with the County's business hours, management shall provide a copy of the employee's personnel file for the employee's review. The custodian of records will certify that the copy is a true and correct copy of the original file.

SECTION 30 - PERSONNEL FILES

The County shall provide an opportunity for the employee to respond in writing to any information which is in the employee's personnel file about which he or she disagrees. Such response shall become a permanent part of the employee's personnel record. The employee shall be responsible for providing the written responses to be included as part of the employee's official personnel file. This section does not apply to the records of an employee relating to the investigation of a possible criminal offense, medical records and information or letters of reference.

Counseling memos, which are not disciplinary in nature, are to be retained in the file maintained by the employee's supervisor or the person who issued the counseling memo and are not to be transferred to the employee's central file which is normally retained by the Human Resources Department unless such memos are subsequently used in conjunction with a disciplinary action such as a letter of reprimand.

All documents pertaining to disciplinary actions shall be placed in the employee's official personnel file within five (5) work days after the time management becomes aware of the incident and has completed its investigation as to whether the employee is culpable and shall be date stamped or dated at time of entry. This section is not intended to include supervisor's notes or reminders of specific incidents or ongoing reports such as attendance records. Generally, such investigations should be completed within thirty (30) calendar days of the date management becomes aware of the incident(s), it being understood that under certain circumstances such as the unavailability of witnesses or the possibility of a criminal act having been committed may cause the investigation to take longer than the aforementioned thirty (30) days.

Copies of written reprimands or memoranda pertaining to an employee's unsatisfactory performance which are to be placed in the employee's personnel file shall be given to an employee who shall have the right to respond in writing to said documents. Letters of reprimand are subject to the grievance procedure but shall not be processed past Step 3. If a letter of reprimand is used in a subsequent discharge, suspension or demotion of the employee, the validity of the letter of reprimand may be considered at any arbitration of the subsequent disciplinary action.

Copies of letters of commendation which are to be placed in the employee's personnel file will be given to the employee. Employees have the right to review their official personnel files which are maintained in the Human Resources Department or by their departments. In a case involving a grievance or disciplinary action, the employee's designated representative may also review his/her personnel file with specific written authorization from the employee. The County shall supply the Association with lists of official personnel files and locations.

Derogatory material in an employee's personnel file over two years old will not be used in a subsequent disciplinary action unless directly related to the action upon which the discipline is taken. Derogatory material does not include prior suspensions, demotions or dismissals for cause.

SECTION 31 - SERVICE AWARDS

SECTION 31 - SERVICE AWARDS

The County shall continue its present policy with respect to service awards including time off provided, however, that the type of award given shall be at the sole discretion of the County. The following procedures shall apply with respect to service awards:

- A. Presentation Before the Board of Supervisors. An employee with twenty (20) or more years of service may go before the Board of Supervisors to receive his/her Service Award. When requested by a department, the Human Resources Department will make arrangements for the presentation ceremony before the Board of Supervisors and notify the department as to the time and date of the Board meeting.
- B. Service Award Day Off. Employees with fifteen (15) or more years of service are entitled to take a day off with pay at each five (5) year anniversary.

SECTION 32 – REIMBURSEMENT FOR MEAL EXPENSE

Employees shall be reimbursed for meal expenses under the following circumstances and in the amount specified:

- A. When the employee is required by his/her Department Head to attend a meeting concerning County business or County affairs.
- B. When the employee is required to be out of his/her regular or normal work area during a meal hour because of a particular work assignment.
- C. When the employee is required to stay over to attend consecutive or continuing afternoon and night sessions of a board or commission.
- D. When the employee is required to incur expenses as host for official guests of the County, work as members of examining boards, official visitors, and speakers or honored guests at banquets or other official functions.
- E. When the employee is required to work three (3) or more hours of overtime or scheduled to work overtime with less than twenty-four (24) hours notice; in this case he or she may be reimbursed in accordance with the Administrative Bulletin on Expense Reimbursement. Meal costs will be reimbursed only when eaten away from home or away from the facility in the case of employees at twenty-four (24) hour institutions.

SECTION 33 - COMPENSATION FOR LOSS OR DAMAGE TO PERSONAL PROPERTY

SECTION 34 - UNFAIR LABOR PRACTICE

The loss or damage to personal property of employees is subject to reimbursement under the following conditions:

- A. The loss or damage must result from an event which is not normally encountered or anticipated on the job and which is not subject to the control of the employee.
- B. Ordinary wear and tear of personal property used on the job is not compensated.
- C. Employee tools or equipment provided without the express approval of the Department Head and automobiles are excluded from reimbursement.
- D. The loss or damage must have occurred in the line of duty.
- E. The loss or damage was not a result of negligence or lack of proper care by the employee.
- F. The personal property was necessarily worn or carried by the employee in order to adequately fulfill the duties and requirements of the job.
- G. The loss or damage to employee's eyeglasses, dentures or other prosthetic devices did not occur simultaneously with a job connected injury covered by Workers' Compensation.
- H. The amount of reimbursement shall be limited to the actual cost to repair damages. Reimbursement for items damaged beyond repair shall be limited to the actual value of the item at the time of loss or damage but not more than the original cost.
- I. The burden of proof of loss rests with the employee.
- J. Claims for reimbursement must be processed in accordance with the Administrative Bulletin on Compensation for Loss or Damage to Personal Property.

SECTION 34 - UNFAIR LABOR PRACTICE

Either the County or the Association may file an unfair labor practice as defined in Board of Supervisor's Resolution 81/1165 against the other. Allegations of an unfair labor practice, if not resolved in discussions between the parties within thirty (30) work days from the date of receipt, may be heard and decided by a mutually agreed upon impartial third party.

SECTION 35 - PERMANENT PART-TIME EMPLOYEES

35.1 **Benefits.** Permanent part-time employees receive prorated vacation and sick leave benefits. They are eligible for health, dental and life insurance benefits at corresponding premium rates providing they work at least fifty percent (50%) of full-time.

SECTION 36 – DEPUTY PUBLIC DEFENDER SPECIAL ASSIGNMENT - EXEMPT & TEMPORARY EMPLOYEES

If the employee works at least fifty percent (50%) of full-time, County retirement participation is also included.

35.2 **Hours.** Permanent part-time employees who wish to have the hours of their position increased, must so request in writing. These requests must be received by the employee's department during the month of January and/or July for the duration of this MOU. Departments reviewing these requests will evaluate them within thirty (30) days of their receipt by considering the actual hours assigned to and worked by the employee during the previous six (6) months and the anticipated continuing need from their assignment on an increased basis. Those requests which are approved by the department for an increase in hours will be submitted for consideration by the County as a P300 request within an additional sixty (60) days. Nothing contained herein shall conflict with layoff/reemployment provisions.

SECTION 36 – DEPUTY PUBLIC DEFENDER SPECIAL ASSIGNMENT - EXEMPT & TEMPORARY EMPLOYEES

36.1 Deputy Public Defender Special Assignment-Exempt (25W2) Employees.

- A. The class of Deputy Public Defender Special Assignment is exempt from the merit system. Individuals appointed to this class are employed for a three-month limited term assignment that can be terminated at any time. Compensation for this class is based on a monthly rate of pay that is prorated for any partial month of work. Upon approval by the Public Defender, appointments may be renewed for additional three-month limited terms, but in no case will additional appointments exceed a total of thirty-nine (39) months of employment.
- B. Deputy Public Defender Special Assignment-Exempt employees are entitled generally only to the benefits set forth in this Section 36.1 and Section 36.4. If a pay or benefit that is described in this MOU does not specifically reference Deputy Public Defender Special Assignment-Exempt, then the pay or benefit does not apply to employees in this class.
1. Employees are entitled to accrue paid time off (PTO) at the rate of 3.33 hours per month. Accruals begin on the date of appointment. Accruals for portions of a month will be calculated on the same basis as for partial compensation. PTO may be taken in one minute increments, but may not be taken during the first month of employment. The maximum amount of PTO that employees may accrue is eighty (80) hours. On separation from County service, an employee will be paid for any unused paid time off, not to exceed eighty (80) hours. If an employee in the Deputy Public Defender Special Assignment-Exempt classification is appointed to a Public Defender I, II, III, or IV position, any accrued PTO shall be converted to vacation hours and subject to the provisions of this MOU relating to vacation.

**SECTION 36 – DEPUTY PUBLIC DEFENDER SPECIAL ASSIGNMENT -
EXEMPT & TEMPORARY EMPLOYEES**

2. Employees will accrue sick leave at the rate of eight (8) hours per month. Employees are subject to the rules governing use of sick leave that are set forth in Section 12 of this MOU.
3. Employees are entitled to observe the holidays identified in Section 10 of this MOU.
4. In recognition of the fact that employees in this class are not entitled to overtime, employees will be credited with twenty (20) hours of paid personal leave at the beginning of each three-month appointment. The maximum amount of paid personal leave that employees may accrue is eighty (80) hours. This paid personal leave is separate from PTO. Employees will not be paid for any unused paid personal leave upon separation from County service.
5. **Health Benefits for Employees in the Classification of Deputy Public Defender – Special Assignment-Exempt:** For the plan year that begins on January 1, 2018, employees in this classification will have access to the County Selected High Deductible Health Plan. If an employee achieves twelve consecutive months of County employment in this classification during or prior to the plan year that begins on January 1, 2018, or thereafter during the term of this MOU, the employee will be eligible to access prospectively the medical plans and medical plan subsidies set forth in 16.7.A. and 16.7.B. of this MOU.
6. Employees are entitled to payment of California State Bar membership dues and criminal specialization fees pursuant to Section 25.1 of this MOU.

36.2 Temporary Employee Leave Benefits. In addition to the limitations of Temporary Employment in the DEFINITIONS section of this MOU, if a pay or benefit that is described in this MOU does not specifically reference Temporary Employee, then the pay or benefit does not apply to temporary employees.

- A. **Crediting and Maximum Accumulation of Paid Time Off.** On the first of the month following a temporary employee's completion of two thousand eighty (2080) straight time hours worked, he or she shall be credited with forty (40) hours of "paid time off" ("PTO"). Forty (40) hours paid time off credit is the maximum amount an employee may have at any time.
- B. **Use of Paid Time Off.** Paid time off shall not be taken until credited per subsection 36.2 paragraph A (Crediting and Maximum Accumulation of Paid Time Off) above.
- C. **Payoff at Separation.** If a temporary employee terminates his/her County employment (separates from County service), the employee shall be paid all currently "credited" PTO hours, as described in subsection 36.2

SECTION 36 – DEPUTY PUBLIC DEFENDER SPECIAL ASSIGNMENT - EXEMPT & TEMPORARY EMPLOYEES

paragraph A (Crediting and Maximum Accumulation of Paid Time Off) and, in addition, shall be paid off for that portion of PTO hours earned but not credited on the basis of that portion of the straight time hours worked (“STHW”) toward the next increment of two thousand eighty (2080) straight time hours required for crediting of PTO. The formula for the earned but not credited payoff is: STHW divided by 2080 multiplied by 40 multiplied by the current hourly pay rate at separation.

- D. **Appointment to a Permanent Position.** If a temporary employee is appointed to a permanent position, the credited PTO hours and the earned but not yet credited PTO hours (as described in paragraph 36.2 paragraph C [Payoff at Separation] above) shall be converted to vacation hour and subject to the provisions of this Memorandum of Understanding relating to Vacation. When a temporary employee is appointed to a permanent position, the employee shall be allowed to use the earned paid time off hours during the first six (6) months of employment in a permanent position.

36.3 Temporary Employee Step Placement.

- A. **New Employees.** The anniversary date of a new temporary employee is the first day of the calendar month after the calendar month when the employee successfully completes one thousand forty (1040) straight time hours.
- B. **Initial Step Placement.** New temporary employees shall generally be appointed at the minimum step of the salary range established for the particular class of position to which the appointment is made. However, the appointing authority may fill a particular position at a step above the minimum of the range if mutually agreeable guidelines have been developed in advance or the Director of Human Resources (or designee) offers to meet confer with the Association on a case by case basis each time prior to formalizing the appointment.
- C. **Increments within Range.** The performance of each employee shall be reviewed after the employee has completed an additional two thousand eighty (2080) straight time hours of work. Advancement shall be granted on the affirmative recommendation of the appointing authority, based on satisfactory performance by the employee. The appointing authority may recommend denial of the increment or denial subject to one additional review at some specified date before the next anniversary which must be set at the time the original report is returned. Except as herein provided, increments within range shall not be granted more frequently than once a year, nor shall more than one (1) step within range increment be granted at one time. Increments shall not be granted to a temporary employee more frequently than after the first one thousand forty (1040) straight time hours worked and after each two thousand eighty (2080) additional straight time hours worked thereafter. In case an appointing authority recommends denial of the within range increment on some particular

SECTION 37 - LUNCH PERIOD AND REST BREAKS

anniversary date, but recommends a special salary review at some date before the next anniversary the special salary review shall not affect the regular salary review on the next anniversary date. Nothing herein shall be construed to make the granting of increments mandatory on the County. If an operating department verifies in writing that an administrative or clerical error was made in failing to submit the documents needed to advance an employee to the next salary step on the first of the month when eligible, said advancement shall be made retroactive to the first of the month when eligible.

36.4 Deputy Public Defender Special Assignment-Exempt & Temporary Employee Grievances.

Deputy Public Defender Special Assignment-Exempt and temporary employees covered by this Memorandum of Understanding may grieve only alleged violation of:

- A. Section 1 (Association Recognition);
- B. Subsection 5.1 (General Wages), and
- C. The terms of this Section 36.

SECTION 37 - LUNCH PERIOD AND REST BREAKS

- A. Employees who are in a pay status during their lunch are on call during their lunch period. Employees who are not in a pay status during their lunch are on their own time during their lunch period.
- B. Employees shall be entitled to a rest break for each four (4) hours of work. Scheduling of rest breaks shall be determined by management.
- C. The terms of this section 37, Lunch Period and Rest Breaks, do not apply to Deputy Public Defenders.

SECTION 38 - ADOPTION

SECTION 38 - ADOPTION

The provisions of this MOU shall be made applicable on the dates indicated and upon approval by the Board of Supervisors. Resolutions and Ordinances, where necessary, shall be prepared and adopted in order to implement these provisions. It is understood that where it is determined that an Ordinance is required to implement any of the foregoing provisions, said provisions shall become effective upon the first day of the month following thirty (30) days after such Ordinance is adopted.

SECTION 39 - SCOPE OF AGREEMENT AND SEVERABILITY OF PROVISIONS

39.1 **Scope of Agreement.** Except as otherwise specifically provided herein, this MOU fully and completely incorporates the understanding of the parties hereto and constitutes the sole and entire agreement between the parties in any and all matters subject to meet and confer. Neither party shall, during the term of this MOU demand any change herein, provided that nothing herein shall prohibit the parties from changing the terms of this MOU by mutual agreement. Any past side letters or any other agreements that are not incorporated into or attached to this MOU are deemed expired upon approval of this MOU by the Board of Supervisors. The Association understands and agrees that the County is not obligated to meet and confer regarding wages, hours or conditions of employment during the term of this extended agreement, except as otherwise required by law.

39.2 **Severability of Provisions.** Should any section, clause or provision of this MOU be declared illegal, unlawful or unenforceable, by final judgment of a court of competent jurisdiction, such invalidation of such section, clause or provision shall not invalidate the remaining portions hereof, and such remaining portions shall remain in full force and effect for the duration of this MOU.

39.3 **Personnel Management Regulations.** Where a specific provision contained in a section of this MOU conflicts with a specific provision contained in a section of the Personnel Management Regulations, the provision of this MOU shall prevail. Those provisions of the Personnel Management Regulations within the scope of representation which are not in conflict with the provisions of this MOU and those provisions of the Personnel Management Regulations which are not within the scope of representation shall be considered in full force and effect.

39.4 **Duration of Agreement.** This Agreement will continue in full force and effect from July 1, 2022 to and including June 30, 2026. Nothing herein shall be interpreted or applied in a manner that precludes or impairs in any manner the retroactive implementation of provisions of this Agreement for which an effective date prior to adoption by the Board of Supervisors is expressly provided.

SECTION 40 - FAIR LABOR STANDARDS ACT PROVISIONS

The Fair Labor Standards Act, as amended, may govern certain terms and conditions of the employment of employees covered by this MOU. It is anticipated that compliance

SECTION 41 – SAFETY IN THE WORKPLACE

with the Act may require changes in some of the County policies and practices currently in effect or agreed upon. If it is determined by the County that certain working conditions, including but not limited to work schedules, hours of work, method of computing overtime, overtime pay entitlements or use, must be changed to conform with the Fair Labor Standards Act, such terms and conditions of employment shall not be controlled by this MOU but shall be subject to modification by the County to conform to the federal law, without further meeting and conferring. The County shall notify Association and meet and confer with the Association regarding the implementation of such modifications.

SECTION 41 – SAFETY IN THE WORKPLACE

The County shall expend every effort to see to it that the work performed under the terms and conditions of this MOU is performed with a maximum degree of safety consistent with the requirement to conduct efficient operations. The Department shall have a standing committee to address all issues related to employee safety, including the issuance of defensive tools. The committee shall be empowered to make recommendations directly to the Public Defender related to employee safety. The Committee shall consist of two representatives appointed by the Public Defender, two representatives appointed by the Association, and a representative of the County's Risk Management Office to be invited to sit as needed as a non-decision making consultant. The deliberations of this Committee shall not be construed as meeting the requirements to meet and confer separately with the Association regarding any matter related to wages, hours, or working conditions.

SECTION 42 - MISCELLANEOUS PROVISIONS

42.1 Professional Advisory Committee. The Professional Advisory Committee shall be continued. Said committee shall be composed of not more than two (2) employee representatives appointed by the Association and two (2) department representatives and shall meet at the request of either party, within a reasonable period of time.

42.2 Deferred Compensation.

A. Employees represented by the Association will be eligible to participate in the County's Deferred Compensation Plan. The County will contribute eighty-five dollars (\$85) per month to the deferred compensation accounts of all employees in the Public Defenders' Unit who participate in the County's Deferred Compensation Plan. To be eligible for this contribution, qualifying employees must:

1. Complete a County interest form and return it to the Benefits Service Unit,
2. Deposit the Qualifying Base Contribution Amount indicated below in his/her deferred compensation account, and

SECTION 42 - MISCELLANEOUS PROVISIONS

3. Maintain a minimum monthly contribution to the deferred compensation plan in the amount indicated below:

Current Monthly	Qualifying Base Contribution Amount Current	Monthly Base Contribution Amount For Maintaining Incentive Eligibility
\$2,500 and below	\$250	\$50
\$2,501 - 3,334	\$500	\$50
\$3,335 - 4,167	\$750	\$50
\$4,168 - 5,000	\$1000	\$50
\$5,001 - 5,834	\$1500	\$100
\$5,835 - 6,667	\$2000	\$100
\$6,668 & above	\$2500	\$100

- B. Only those contributions made to the Deferred Compensation Program as of the date the employee signs the County interest form qualify under the program as the “Qualifying Base Contribution Amount”. If for any reason an employee’s monthly contribution falls below the minimum amount required, the employee is no longer eligible for the County’s eighty-five dollar (\$85) per month contribution and he/she must re-qualify for the contribution by again satisfying the above listed criteria.

C. **Special Benefit for Permanent Employees Hired on and after March 1, 2011:**

1. Beginning on June 1, 2011, and for the term of this MOU, the County will contribute one hundred and fifty dollars (\$150) per month to an employee’s account in the Contra Costa County Deferred Compensation Plan, or other tax-qualified savings program designated by the County, for employees who meet all of the following conditions:
- a. The employee must be hired by Contra Costa County on or after March 1, 2011.
 - b. The employee must be appointed to a permanent position. The position may be either full time or part time, but if it is part time, it must be designated, at a minimum, as 20 hours per week.
 - c. The employee must have been employed by Contra Costa County for at least 90 calendar days.
 - d. The employee must contribute a minimum of twenty-five dollars (\$25) per month to the Contra Costa County Deferred Compensation Plan, or other tax-qualified savings program designated by the County.

SECTION 42 - MISCELLANEOUS PROVISIONS

- e. The employee must complete and sign the required enrollment form(s) for his/her deferred compensation account and submit those forms to the Human Resources Department, Employee Benefits Services Unit.
 - f. The employee may not exceed the annual maximum contribution amount allowable by the United States Internal Revenue Code.
- D. **No Cross Crediting:** The amounts contributed by the employee and the County pursuant to Subsection C do not count towards the “Qualifying Base Contribution Amount” or the “Monthly Base Contribution Amount for Maintaining Incentive Eligibility” in Subsection A. Similarly, the amounts contributed by the employee and the County pursuant to Subsection A do not count towards the employee’s \$25 per month minimum contribution required by Subsection C.
- D. **Maximum Annual Contribution:** All of the employee and County contributions set forth in Subsections A and C will be added together to ensure that the annual maximum contribution to the employee’s deferred compensation account does not exceed the annual maximum contribution rates set forth in the United States Internal Revenue Code.
- F. **Deferred Compensation Plan – Loan Provision:** On June 26, 2012, the Board of Supervisors adopted Resolution 2012/298 approving an amendment to the Deferred Compensation Plan Loan Program. The Contra Costa County Public Defenders Association (CCCPDA) became eligible to apply for loans through the Contra Costa County Deferred Compensation Program effective June 26, 2012. The following is a summary of the provisions of the loan program:
- 1. The minimum amount of the loan is \$1,000.
 - 2. The maximum amount of the loan is the lesser of 50% of the employee’s balance or \$50,000, or as otherwise provided by law.
 - 3. The maximum amortization period of the loan is five (5) years.
 - 4. The loan interest is fixed at the time the loan is originated and for the duration of the loan. The loan interest rate is the prime rate plus one percent (1%).
 - 5. There is no prepayment penalty if an employee pays the balance of the loan plus any accrued interest before the original amortization period for the loan.
 - 6. The terms of the loan may not be modified after the employee enters into the loan agreement, except as provided by law.

SECTION 42 - MISCELLANEOUS PROVISIONS

7. An employee may have only one loan at a time.
8. Payment for the loan is made by monthly payroll deduction.
9. An employee with a loan who is not in paid status (e.g. unpaid leave of absence) may make his/her monthly payments directly to the Plan Administrator by some means other than payroll deduction each month the employee is in an unpaid status (e.g. by a personal check or money order).
10. The Loan Administrator (MassMutual Life Insurance Company or its successor) charges a one-time \$50 loan initiation fee. This fee is deducted from the employee's Deferred Compensation account.
11. The County charges a one-time \$25 loan initiation fee and a monthly maintenance fee of \$1.50. These fees are paid by payroll deduction.

E. **Additional Contribution to Deferred Compensation Plan** (pursuant to the funds referenced in Section 43 - Non-Healthcare/Non-General Wage Re-Opener):

The County shall provide a monthly deferred compensation contribution to eligible employees in the Contra Costa County Defenders Association who are enrolled in the County's deferred compensation program. Only permanent full-time or permanent part-time employees in a position designated at a minimum of twenty (20) hours per week who have been employed by the County for at least ninety (90) calendar days, will be eligible for the contribution. An employee will be considered enrolled in the County's deferred compensation program as long as they maintain a balance in such an account. Any newly hired employee who satisfies these requirements will also be eligible to receive this contribution on a go-forward monthly basis provided they open a deferred compensation account during the applicable year.

For the 2021 contribution only, the additional contribution will be limited to eligible Public Defender Investigators Unit employees. The pro-rata amount for each Public Defender Investigators Unit employee will be determined by dividing \$33,000 by the number of eligible Public Defender Investigators Unit employees enrolled in the County's deferred compensation program on October 10, 2021. This contribution amount will be distributed proportionately on a monthly basis, starting November 10, 2021, for the remainder of the 2021 calendar year.

For all subsequent years, the additional contribution will be available to eligible employees in the Public Defender Investigators Unit and Deputy Public Defender-Fixed Term (Job Code - 25WB) classification. After funding the increased reimbursement amount effective January 1, 2022, under Section 25.2 - Public Defender Investigator Professional Expenses.

SECTION 42 - MISCELLANEOUS PROVISIONS

any remaining funds pursuant to Section 43 - Non-Healthcare/Non-General Wage Re-Opener, are to be applied to this contribution. The pro-rata amount for each employee is determined for the applicable year by dividing these remaining funds by the number of eligible employees in these positions who are enrolled in the County's deferred compensation program on January 1. Individual contributions are to be distributed on a monthly basis among all eligible employees starting with the following February 10 pay date through the following January 10 pay date. The parties acknowledge that the amount of each employee's pro-rata share is subject to change from year to year as the amount will be wholly dependent on the amount of remaining funds under Section 43 and the number of employees in these positions who are enrolled in the deferred compensation program at the time.

The contribution under this subsection will be added to any existing amounts already deferred or contributed to the Contra Costa County Deferred Compensation Plan for the purpose of ensuring that the annual Plan maximum contributions as defined under IRS Code Section 457(b), or other tax qualified designated saving vehicle, are not exceeded.

42.3 **State Bar Fingerprinting Requirement.** New California Rule of Court 9.9.5, requires active licensed attorneys in California to be re-fingerprinted by April 30, 2019, without penalty. Employees who are active licensed attorneys may have their fingerprinting done via the Live Scan service in the Human Resources Department at no cost to the employee. If an employee chooses to obtain fingerprinting services from another provider, any costs of such services will be at the employee's sole expense.

SECTION 43 – NON-HEALTHCARE / NON-GENERAL WAGE RE-OPENER

During the months of August through October, 2020, the Association may request to reopen this MOU for the limited purpose of negotiating over a specific and finite list of non-healthcare/non-general wage/non-lump sum issues identified by the Association and agreed upon by the County. The total cost to the County to address the issues that the Association requests to negotiate about during the re-opener will be limited to the Association's share of \$2 million that will be allocated among the nine unions of the 2018 Healthcare Coalition. The \$2 million will be divided on a per capita basis of total union-represented employees per union as of October 1, 2018. These per capita figures will be provided to the County in one document by the Healthcare Coalition along with the request to reopen the MOU. The \$2 million will have a start date no earlier than January 1, 2021.

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/65

In The Matter Of: The agreement for a successor Memoranda of Understanding with the Contra Costa County Defenders' Association for the period of July 1, 2022 through June 30, 2026.

The Contra Costa County Board of Supervisors acting in its capacity as the governing board of the County of Contra Costa **RESOLVES THAT:**

The agreement for a successor Memorandum of Understanding (MOU) between Contra Costa County and the Contra Costa County Defenders' Association providing for wages, benefits and other terms and conditions of employment for the period beginning July 1, 2022 through June 30, 2026 is ADOPTED.

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

Contact: David Sanford, Chief of Labor Relations (925) 655-2070

ATTESTED: February 28, 2023
_____, County Administrator and Clerk of the Board of Supervisors

By: _____, Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Property Tax Administrative Cost Recovery

RECOMMENDATION(S):

OPEN a public hearing, previously fixed for February 28, 2023 at 9:30 a.m., on implementation of the property tax cost recovery provisions of Revenue and Taxation Code section 95.3;

RECEIVE testimony and CLOSE the public hearing;

ADOPT the report of the Auditor-Controller filed on February 7 of the 2021-2022 fiscal year property tax-related costs of the Assessor, Tax Collector, Auditor, and Assessment Appeals Board, including the proposed charges against each local jurisdiction, excepting school entities, for the local jurisdiction's proportionate share of such administrative costs; and

ADOPT Resolution No. 2023/46 regarding the implementation of the property tax administrative cost recovery provisions of Revenue and Taxation Code section 95.3 for fiscal year 2022-2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: Laura Strobel (925) 655-2058

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

FISCAL IMPACT:

The fiscal year 2021-2022 net cost of property tax administration was \$15,704,078. This amounts to approximately 0.46% of all 2021-2022 property taxes levied countywide. This cost is allocated to each taxing entity in the County based on net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from cost recovery. As a result, the County absorbs the schools' share, which this year amounts to \$7,490,762. The net recovery to the County is \$6,370,447.

Total cost of property tax administration	\$15,704,078
Exempt School share of costs	-\$7,490,762
County share of costs	-\$1,842,869
Net recovery to the County	\$6,370,447

BACKGROUND:

In 1997, the Board adopted Resolution No. 97/129, which provides procedures for property tax administrative cost recovery. The recommended actions are necessary for implementation of Resolution No. 97/129 for the current fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not recover \$6,370,447 in property tax administrative costs.

ATTACHMENTS

Resolution 2023/46

Exhibit A: Auditor Controller's report filed on February 7, 2023

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/46

SUBJECT: Findings and Determination Concerning the Implementation of the Property Tax Administrative Cost Recovery Provisions of Revenue and Taxation Code section 95.3

A public hearing having been held during the Board of Supervisors' meeting of February 28, 2023, on implementation of the property tax cost recovery provisions of Revenue and Taxation Code section 95.3, as provided in Board of Supervisors' Resolution 97/129, the Board of Supervisors, and the Auditor-Controller, hereby make the following findings and determination.

A. PROPERTY TAX ADMINISTRATIVE RECOVERY

1. On February 7, 2023, the Auditor-Controller filed with the Clerk of the Board of Supervisors a report of the 2021-2022 fiscal year property tax-related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board, including the applicable administrative overhead costs permitted by federal circular A-87 standards, proportionally attributable to each local jurisdiction and Educational Revenue Augmentation Fund (ERAF) in Contra Costa County, in the ratio of property tax revenue received by each local jurisdiction and ERAF divided by the total property tax revenue received by all local jurisdictions and ERAFs in the county for the current fiscal year. The report included proposed charges against each local jurisdiction excepting school entities, for the local jurisdiction's proportionate share of such administrative costs.
2. On February 28, 2023, at the Board of Supervisors' meeting, a public hearing was held on the Auditor-Controller's report, notice of which was given as required by law and by Board of Supervisors' Resolution No. 97/129.
3. The report of the Auditor-Controller filed on February 7, is hereby adopted, and the Board of Supervisors and the Auditor-Controller find that amounts expressed in said report do not exceed the actual amount of 2021-2022 fiscal year property tax administrative costs proportionally attributable to local jurisdictions.
4. The additional revenue received by Contra Costa County on account of its 2021-2022 fiscal year property tax administrative costs pursuant to Revenue and Taxation Code section 95.3 shall be used only to fund the actual costs of assessing, equalizing, collecting, and allocating property taxes. An equivalent amount of the revenues budgeted to finance assessing, equalizing, collecting and allocating property taxes in fiscal year 2022-2023 may be reallocated to finance other County services. In the event that the actual 2022-2023 costs for assessing, collecting, equalizing and allocating property taxes plus allowable overhead costs are less than the amounts determined in the February 7, 2023 report by the Auditor-Controller, the difference shall be proportionally allocated to the respective local jurisdictions which paid property tax administration charges.

B. FINDINGS AND DETERMINATION

1. No written objections were received by February 28, 2023 for the public hearing on the Auditor-Controller's report filed on February 7, 2023.
2. The property tax administrative costs proportionately attributable to each local jurisdiction for the 2021-22 fiscal year are as set forth in the Auditor-Controller's report filed on February 7, 2023 attached hereto as Exhibit A.
3. The amounts expressed in the Auditor-Controller's report are correct.
4. Notice as required by law was given of the public hearing on February 28, 2023.
5. The grounds stated herein to support findings are not exclusive and any findings may be supported on any lawful ground, whether or not expressed herein.

6. If any finding herein is held invalid, such invalidity shall not affect findings which can be given effect without the invalid provision, and to this end, the invalid finding is severable.

So found and determined:

Robert Campbell Contra Costa County Auditor-Controller

I hereby certify that this 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: Laura Strobel (925) 655-2058

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller



Harjit S. Nahal
Assistant Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 608-9300
Fax (925) 646-2649

January 18, 2023

TO: Contra Costa County Board of Supervisors
FROM: Robert Campbell, Auditor-Controller 
SUBJECT: **2022-2023 Property Tax Administration Charges**

Commencing with the 1990-91 fiscal year, Revenue and Taxation Code §95.3 (replacing R&T §97.5), provides for the County Auditor-Controller to annually determine property tax administration costs proportionately attributable to incorporated cities and local jurisdictions for fiscal year 1989-90 and thereafter. For purposes of this section, property tax administration costs are the property tax related costs of the Assessor, Tax Collector, County Assessment Appeals Board, and Auditor-Controller, including applicable administrative overhead costs as permitted by Federal OMB Circular A-87 standards.

The following attachments comprise the 2022-23 Property Tax Administration report of the Auditor-Controller pursuant to the County Board of Supervisors' Resolution No. 97/129.

Attachment I summarizes the direct and overhead costs of the Assessor, Tax Collector, Assessment Appeals Board, and Auditor-Controller for the 2021-22 fiscal year. Also included are all offsetting revenues received by the County for providing property tax related services. The 2021-22 net cost of property tax administration was \$15,704,078. This amounts to approximately .46% of all 2021-22 property taxes levied countywide.

Attachment II allocates the \$15,704,078 net cost to each incorporated city and to each local jurisdiction receiving property tax revenues during the 2022-23 fiscal year. This cost allocation to each entity is based on the net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from those provisions authorizing County recovery of their proportionate share of property tax administrative costs. As a result, the County absorbs the Schools' share, which, this year, amounts to \$7,490,762.

CONTRA COSTA COUNTY

AUDITOR-CONTROLLER'S REPORT

on

2022-2023 Property Tax Administration Charges

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- 3 Summary Calculations
- 4 Assessor's Department
- 5 Treasurer-Tax Collector's Department
- 6 Auditor-Controller's Department
- 7 Assessment Appeals Board
- 8 Federal A-87 Overhead Allocation
- 9 Revenue Offsets

Attachment II

- 10 Administrative Cost Allocation

CONTRA COSTA COUNTY**2022-2023 Property Tax Administration Charges****SUMMARY CALCULATIONS**

NOTE: Per Revenue and Taxation Code Section 95.3, the property tax administration fee to be charged in the 2022-23 Fiscal Year shall be based on the 2021-22 property tax related costs of the Assessor, Tax Collector, Auditor-Controller, and Assessment Appeals Board including applicable overhead costs as permitted by Federal Circular A-87 standards.

Property Tax Related Cost:

Assessor	\$ 17,685,597	
Tax Collector	3,843,080	
Auditor-Controller	1,065,401	
Assessment Appeals Board	<u>104,998</u>	
Total		\$ 22,699,076

Overhead Cost per Circular A-87:

Assessor	1,444,838	
Tax Collector	553,841	
Auditor-Controller	<u>448,539</u>	
Total		2,447,218

Less: Fees Received for Property Tax Related Services:

County General	5,436,184	
Assessor	499,810	
Tax Collector	2,412,281	
Auditor-Controller	<u>1,093,941</u>	
Total		<u>9,442,216</u>

**Net Property Tax Administration Cost,
2022-2023 Fiscal Year**

\$ 15,704,078

CONTRA COSTA COUNTY

2022-2023 Property Tax Administration Charges

ASSESSOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2021-2022</u>
Salaries & Employee Benefits	\$ 14,674,917
Services & Supplies	3,237,128
Other Charges	<u>130</u>
Gross Cost	17,912,175
LESS:	
** Intrafund Transfers	<u>226,579</u>
TOTAL ASSESSOR COST	17,685,597
LESS: ASSESSOR REVENUE OFFSETS	<u>499,810</u>
NET ASSESSOR DEPARTMENT COST	<u>\$ 17,185,787</u>

** Costs are related to preparing maps for LAFCO and County GIS related expenses.

CONTRA COSTA COUNTY
2022-2023 Property Tax Administration Charges
TREASURER-TAX COLLECTOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2021-2022</u>
Salaries & Employee Benefits	\$ 3,904,480
Services & Supplies	1,826,821
Other Charges	6,204
Gross Cost	5,737,505
LESS:	
Intrafund Transfers	(1,512)
Treasury Function Costs	1,612,650
Business License Program	283,287
TOTAL TAX COLLECTOR COST	3,843,080
LESS: TAX COLLECTOR REVENUE OFFSETS	2,412,281
NET TAX COLLECTOR COST	<u><u>\$ 1,430,799</u></u>

*Capital asset costs included in the A-87 allocation are excluded from direct costs.

CONTRA COSTA COUNTY

2022-2023 Property Tax Administration Charges

AUDITOR-CONTROLLER'S DEPARTMENT

PROPERTY TAX FUNCTION - DIRECT AND <u>INDIRECT DEPARTMENT COSTS</u>	ACTUAL <u>2021-2022</u>
Salaries & Employee Benefits	\$ 759,676
Information Technology Costs	192,125
Legal Fees	6,311
Other Services and Supplies	(24,428)
Accounts Payable - Supplemental & Other Tax Refunds	5,346
Department Overhead Allocation	<u>126,371</u>
TOTAL PROPERTY TAX FUNCTION COSTS	1,065,401
LESS: TOTAL PROPERTY TAX FUNCTION REVENUE OFFSETS	<u>1,093,941</u>
NET AUDITOR-CONTROLLER COST	<u>\$ (28,540)</u>

CONTRA COSTA COUNTY
2022-2023 Property Tax Administration Charges
ASSESSMENT APPEALS BOARD

<u>DIRECT AND INDIRECT COSTS</u>	<u>ACTUAL</u> <u>2021-2022</u>
Clerk of the Board	\$ 78,839
Assessment Appeals Board - allowances and postage	16,463
County Counsel	<u>9,696</u>
TOTAL ASSESSMENT APPEALS BOARD COST	<u><u>\$ 104,998</u></u>

CONTRA COSTA COUNTY
2022-2023 Property Tax Administration Charges
FEDERAL A-87 OVERHEAD ALLOCATION

<u>Department</u>	A-87 Plan 2021-2022 <u>Actual</u>	Percent Property Tax <u>Related</u>	Net to <u>Allocate</u>
Assessor	\$ 1,444,838	100%	\$ 1,444,838
Tax Collector	826,628	67%	553,841
Auditor-Controller(Tax Division)	<u>448,539</u>	100%	<u>448,539</u>
TOTALS	<u><u>\$ 2,720,005</u></u>		<u><u>\$ 2,447,218</u></u>

CONTRA COSTA COUNTY
2022-2023 Property Tax Administration Charges

REVENUE OFFSETS

County General

0005	9608 Supplemental Tax Administration Fees	\$ 5,436,184	
			\$ 5,436,184

Assessor

0016	1600 Administration	941,564	
	1600 Excludable Revenues (Direct credits and non-property tax related revenues)	(730,000)	
0016	1605 Drafting	10,240	
	1647 Roll Maintenance	278,006	
			499,810

Tax Collector

0015	Tax Collector Revenue	3,393,911	
	Excludable Revenues (Direct credits and non-property tax related revenues)	(981,630)	
			2,412,281

Auditor-Controller

0010	1004 Tax & Cost Accounting Division Revenue	1,432,937	
	Excludable Revenues (Direct credits and non-property tax related revenues)	(338,996)	
			1,093,941

TOTAL REVENUE OFFSETS	<u><u>\$ 9,442,216</u></u>
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CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2022-2023 AB 8 Allocation	2022-2023 Unitary Allocation	2022-2023 Pass-thru H&S 33676	Net Revenue	2022-2023 Adj Allocation Factors	\$ 15,704,078 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)

GENERAL COUNTY JURISDICTION							
1003	County General	292,258,586	7,290,209	422,589	\$ 299,971,384	0.1173496198913	\$ 1,842,869

COUNTY GOVERNED SPECIAL DISTRICTS

1206	County Library	33,443,733	496,855	43,360	33,983,947	0.0132946124966	208,780
2135	West CCC Healthcare	4,330,796	64,585	0	4,395,381	0.0017194848656	27,003
2020	Contra Costa Fire	138,181,604	1,503,288	108,051	139,792,943	0.0546873786286	858,815
2028	Crockett Carquinez Fire	694,832	11,032	0	705,864	0.0002761359012	4,336
3060	East Contra Costa Fire	17,703,701	132,062	0	17,835,764	0.0069773991654	109,574
2401	Service Area L-100	1,163,870	19,142	41,588	1,224,600	0.0004790667387	7,523
2470	Service Area M-1	70,649	1,362	0	72,011	0.0000281707696	442
2475	Service Area M-29	(712)	1,045	0	334	0.0000001305522	2
2488	Service Area M-16 Clyde	36,084	337	0	36,421	0.0000142479941	224
2489	Service Area M-17 Montalvin	227,724	2,439	0	230,163	0.0000900404530	1,414
2492	Service Area M-20 Rodeo	14,731	164	0	14,895	0.0000058268823	92
2494	Svc Area RD4 Bethel Isle	8,607	415	0	9,022	0.0000035295091	55
2496	Svc Area M/23 Blackhawk	2,639,390	24,159	0	2,663,549	0.0010419875876	16,363
2505	Flood Control CCC Water	4,144,679	62,663	5,088	4,212,430	0.0016479142429	25,879
2520	Flood Control Zone 3B	7,026,839	77,885	0	7,104,723	0.0027793871082	43,648
2521	Flood Cont Z1 Marsh Ck	2,843,614	23,030	0	2,866,644	0.0011214388091	17,611
2527	Flood Control Zone 7	76,399	1,331	3,063	80,794	0.0000316066874	496
2530	Flood Control Zone 8	23,204	486	0	23,690	0.0000092677058	146
2531	Flood Control Zone 8A	30,121	440	0	30,560	0.0000119552488	188
2550	Flood Cont Drainage 290	2,748	30	0	2,778	0.0000010869137	17
2551	Flood Cont Drainage 300	6,531	102	0	6,633	0.0000025946989	41
2552	Flood Cont Drainage A13	439,457	3,701	0	443,159	0.0001733648395	2,723
2554	Flood Cont Drainage 10	482,986	3,850	0	486,835	0.0001904513418	2,991

CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2022-2023 AB 8 Allocation	2022-2023 Unitary Allocation	2022-2023 Pass-thru H&S 33676	Net Revenue	2022-2023 Adj Allocation Factors	\$ 15,704,078 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
2563	Flood Cont Drainage 127	17,194	252	0	17,446	0.0000068249108	107
2583	Flood Cont Drainage 16	110,043	940	0	110,983	0.0000434169956	682
2652	S/A Pl 2 Danville	523	95	0	618	0.0000002416068	4
2653	S/A Pl-2 Zone A	176,875	1,602	0	178,477	0.0000698206791	1,096
2655	S/A Pl 5 Round Hill	311,274	3,156	0	314,430	0.0001230057444	1,932
2656	S/A Police-6	5,011,698	1,149,527	0	6,161,225	0.0024102880237	37,851
2657	S/A Pl-2 Zone B	254,176	2,511	0	256,686	0.0001004163500	1,577
2702	S/A Lib-2 El Sobrante	151,178	2,432	0	153,610	0.0000600927898	944
2710	S/A Lib-10 Pinole	1,461	21	0	1,482	0.0000005796724	9
2712	S/A Lib-12 Moraga	12,141	351	0	12,492	0.0000048869395	77
2713	S/A Lib-13 Ygnacio	185,599	1,865	0	187,464	0.0000733364140	1,152
2751	Svc Area R-4 Moraga	35,457	1,112	0	36,568	0.0000143055987	225
2758	Svc Area R-7 Zone A	1,473,678	13,961	0	1,487,639	0.0005819683761	9,139
2825	Co Co Co Water Agency	785,752	21,186	1,306	808,244	0.0003161873995	4,965
							<u>1,388,123</u>
<u>AUTONOMOUS SPECIAL DISTRICTS</u>							
3005	San Ramon Valley Fire	85,702,422	1,124,865	424,923	87,252,210	0.0341333014337	536,032
3007	Kensington Fire	5,091,230	37,250	0	5,128,480	0.0020062752941	31,507
3011	Rodeo-Hercules Fire	3,609,826	69,626	0	3,679,452	0.0014394117242	22,605
3074	Moraga-Orinda Fire District	30,353,602	253,038	0	30,606,639	0.0119734004193	188,031
3102	Co Co Resource Cons	339,671	5,314	1,209	346,195	0.0001354322986	2,127
3255	Kensington Community Svc	2,291,415	17,536	0	2,308,951	0.0009032678366	14,185
3260	Diablo Community Svc	550,603	4,302	0	554,904	0.0002170800333	3,409
3301	CCC Mosquito Abate Dst1	6,594,453	104,614	2,284	6,701,351	0.0026215867069	41,170
3406	Central CC Sanitary	21,268,750	317,095	51,770	21,637,615	0.0084646935424	132,930
3409	Mt View Sanitary	458,387	10,455	0	468,842	0.0001834122944	2,880

CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted	2022-2023	2022-2023	2022-2023	Net Revenue	2022-2023	\$	15,704,078	to Allocate
		2022-2023 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676	Adj Allocation Factors					
		(1)	(2)	(3)	(4)	(5)	(6)			
3411	Ironhouse Sanitary	380,236	6,054	0	386,290	0.0001511176732	2.373			
3414	Rodeo Sanitary	314,663	5,558	0	320,221	0.0001252714105	1,967			
3416	West Co Wastewater	1,482,769	20,201	7,131	1,510,101	0.0005907556262	9,277			
3418	Steger Sanitary	571,439	6,339	0	577,778	0.0002260283925	3,550			
3422	Byron Sanitary	50,581	877	0	51,458	0.0000201304663	316			
3240	Crockett-Valona Sanitary	451,929	10,213	0	462,142	0.0001807912988	2,839			
3430	Twn of Discovery Bay (Comm Svc Dist)	796,760	7,467	0	804,227	0.0003146157191	4,941			
3480	Delta Diablo Z1 W Pittsburg	389,369	13,661	101,587	504,618	0.0001974077359	3,100			
3481	Delta Diablo Z2 Pittsburg	594,817	6,816	80	601,713	0.0002353918294	3,697			
3482	Delta Diablo Z3 Antioch	1,577,480	19,420	0	1,596,901	0.0006247118458	9,811			
3515	Los Medanos Healthcare	951,380	100,402	27,262	1,079,044	0.0004221249185	6,629			
3520	Mt Diablo Healthcare	375,178	2,815	0	377,993	0.0001478718369	2,322			
3601	Alamo-Lafayette Cemetery	411,418	4,384	0	415,802	0.0001626627694	2,554			
3603	B B K Union Cemetery	813,409	8,394	0	821,803	0.0003214916271	5,049			
3700	Ambrose Rec & Park	561,647	16,454	84,944	663,045	0.0002593848083	4,073			
3715	Green Valley Rec & Park	75,953	602	0	76,555	0.0000299485082	470			
3735	Pleasant Hill Rec & Park	4,385,528	54,185	1,215	4,440,928	0.0017373032299	27,283			
3770	Bethel Isle Muni Imp	819,080	9,193	0	828,273	0.0003240226678	5,088			
3803	Co Co Co Water	3,540,511	97,676	6,941	3,645,128	0.0014259840744	22,394			
3830	Castle Rock Co Water	18,936	163	0	19,098	0.0000074713264	117			
4001	East Bay Muni Utility	18,363,057	242,337	68,722	18,674,116	0.0073053649744	114,724			
4002	EBMUD Special District 1	534,221	4,939	0	539,160	0.0002109207578	3,312			
4007	A-C Transit Spec District 1	10,683,699	147,208	0	10,830,907	0.0042370802634	66,539			
4009	BART	14,940,937	222,319	23,505	15,186,761	0.0059411021767	93,300			
4010	Bay Area Air Management	4,355,061	64,808	0	4,419,869	0.0017290649194	27,153			
4025	Dublin San Ramon Svcs	852,369	4,110	0	856,480	0.0003350571133	5,262			
4026	East Bay Regional Park	63,166,848	987,060	56,132	64,210,040	0.0251191420059	394,473			

**CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION**

Fund No	Jurisdiction	Adjusted	2022-2023	2022-2023	Net	2022-2023	Adj Allocation Factors	Allocate	
		2022-2023 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676	Revenue	2022-2023 Allocation			
		(1)	(2)	(3)	(4)	(5)		(6)	
4110	Reclamation Dist 800 Exp	1,107,468	11,563	0	1,119,031	0.0004377677694	\$ 15,704,078	6,875	
4111	Discovery Bay Recl/Drain	63,656	645	0	64,302	0.0000251550231		395	
4180	East Co Co Irrigation	4,192,399	37,555	0	4,229,953	0.0016547692020		25,987	
4181	Byron-Bethany Irrigation	430,746	12,338	0	443,084	0.0001733357301		2,722	
								1,833,468	
CITIES & CITY SPECIAL DISTRICTS									
4201	City of Clayton	1,160,411	17,224	76,726	1,254,360	0.0004907092171		7,706	
4202	City of Concord	18,848,635	261,023	0	19,109,658	0.0074757499720		117,400	
4203	City of Brentwood	13,846,824	98,924	31,012	13,976,761	0.0054677467316		85,866	
4204	City of San Pablo	355,042	13,661	0	368,703	0.0001442377788		2,265	
4205	City of El Cerrito	10,101,451	107,605	0	10,209,055	0.0039938101121		62,719	
4206	City of Walnut Creek	20,815,115	263,314	0	21,078,429	0.0082459385864		129,495	
4207	City of Pleasant Hill	3,943,336	34,101	0	3,977,438	0.0015559843982		24,435	
4208	City of Martinez	10,690,976	151,478	0	10,842,454	0.0042415975281		66,610	
4209	City of Antioch	14,685,479	181,975	0	14,867,454	0.0058161883607		91,338	
4210	City of Pittsburg	4,736,888	68,695	0	4,805,583	0.0018799571502		29,523	
4211	City of Hercules	1,490,345	37,538	0	1,527,883	0.0005977120633		9,387	
4212	City of Pinole	3,054,952	36,531	0	3,091,483	0.0012093965732		18,992	
4213	Richmond Tax District 1	27,789,763	563,688	0	28,353,451	0.0110919469810		174,189	
4214	City of Lafayette	6,186,936	44,459	0	6,231,395	0.0024377386674		38,282	
4215	Town of Moraga	2,785,761	31,551	0	2,817,311	0.0011021398911		17,308	
4216	Town of Danville	12,199,959	112,929	0	12,312,888	0.0048168353437		75,644	
4217	City of San Ramon	19,043,871	362,029	0	19,405,900	0.0075916407757		119,220	
4218	City of Orinda	6,539,580	66,415	0	6,605,996	0.0025842835329		40,584	
4219	City of Oakley	3,781,831	24,146	48,728	3,854,705	0.0015079710406		23,681	
4227	Richmond Tax District 3	11,976,066	139,496	0	12,115,562	0.0047396408690		74,432	
4230	Richmond Sewer 1	245,208	4,730	0	249,938	0.0000977765180		1,535	

CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2022-2023 AB 8 Allocation	2022-2023 Unitary Allocation	2022-2023 Pass-thru H&S 33676	Net Revenue	2022-2023 Adj Allocation Factors	\$ 15,704,078 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
4231	Brentwood Rec & Park District	2,784,758	18,916	0	2,803,674	0.0010968048367	17,224
4232	San Ramon M-29	4,056,278	18,579	0	4,074,857	0.0015940950458	25,034
4240	Pleasant Hill Lgt Dist 1	676,403	6,156	0	682,559	0.0002670189181	4,193
4241	Svc Area R-8 Walnut Creek	842,734	8,674	0	851,407	0.0003330727727	5,231
4248	Clayton Light Mice 1	46,245	515	0	46,760	0.0000182925920	287
4252	Martinez Pine Ridge Mice	9,203	102	0	9,305	0.0000036399887	57
4253	Martinez Parking District 1	85,743	805	0	86,548	0.0000338576600	532
4263	Lafayette Core Area Mtc	66,209	2,825	0	69,035	0.0000270066246	424
4264	Lafayette St Lt Mice Z1	11,904	100	0	12,004	0.0000046961030	74
4271	Concord Vly Terr SLLMtc	3,339	48	0	3,387	0.0000013248080	21
4272	Concord Kirkwood Mice 1	73,712	691	0	74,403	0.0000291066830	457
4274	Concord Blhn Terr St Lt	895	17	0	912	0.0000003567573	6
4275	PI Hill-Diablo Vista Wtr	276,678	2,262	0	278,940	0.0001091219679	1,714
4280	Antioch Parking Mice 1A	53,056	533	0	53,589	0.0000209641897	329
4285	Moraga St Lt Mice 1	208,618	1,699	0	210,316	0.0000822762801	1,292
4294	Oakley Police Services	658,708	3,091	0	661,800	0.0002588978079	4,066
REDEVELOPMENT SUCCESSOR AGENCIES							1,271,552
4701	Antioch	5,125,919	155,852	0	5,281,771	.0020662431259	32,448
4702	Antioch Project 2	1,294,757	8,757	0	1,303,514	.0005099382036	8,008
4703	Antioch Project 3	51,065	542	(17,347)	34,261	.0000134028788	210
4704	Antioch Project 4	1,055,198	11,658	(66,687)	1,000,168	.0003912683819	6,145
4705	Antioch Project 4, Amd 1	717,540	5,571	(29,023)	694,088	.0002715290394	4,264
4706	Brentwood Project	3,612,249	33,024	0	3,645,273	.0014260405367	22,395
4707	Brentwood Amendment 1	1,007,944	12,734	0	1,020,678	.0003992918635	6,271
4708	North Brentwood	8,776,436	34,470	(33,632)	8,777,274	.0034336933729	53,923
4709	North Brtwd Amd 2	447,517	2,028	0	449,545	.0001758633417	2,762

CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2022-2023 AB 8 Allocation	2022-2023 Unitary Allocation	2022-2023 Pass-thru H&S 33676	Net Revenue	2022-2023 Adj Allocation Factors	\$ 15,704,078 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
4710	Central Concord	24,433,509	920,188	0	25,353,697	.0099184349361	155,760
4711	Concord Commerce	847,572	11,808	0	859,380	.0003361917380	5,280
4712	Cent Concord RDA Amnd	2,160,537	5,468	0	2,166,004	.0008473467112	13,307
4714	Clayton	9,197,839	57,457	(146,165)	9,109,131	.0035635169512	55,962
4716	Hercules Dynamite	11,116,830	88,593	0	11,205,423	.0043835918063	68,840
4717	Hercules RDA Proj 2	6,638,995	37,963	0	6,676,958	.0026120442438	41,020
4718	Hercules Merged Dyn & Proj2	12,167	0	0	12,167	.0000047595874	75
4720	El Cerrito	9,952,390	97,986	0	10,050,375	.0039317341670	61,744
4721	El Cerrito Area II	2,035	96	0	2,131	.0000008336295	13
4725	Pirole Vista	8,811,068	103,237	0	8,914,305	.0034873003229	54,765
4726	Pirole Vista 81	5,945,799	55,331	0	6,001,130	.0023476583391	36,868
4728	Oakley RDA Proj 2	2,164,781	1,788	0	2,166,569	.0008475678386	13,310
4730	Pittsburg Marina	0	1,400	0	1,400	.0000005476603	9
4731	Pittsburg Riverside	625,981	8,257	0	634,237	.0002481153378	3,896
4732	Pittsburg Neighborhood I	1,695,624	15,795	0	1,711,420	.0006695119699	10,514
4733	Pittsburg Neighborhood II	774,845	8,736	0	783,581	.0003065390417	4,814
4734	Pittsburg/Los Medanos I	34,866,148	481,504	0	35,347,653	.0138280976337	217,158
4735	Pittsburg/Los Medanos II	4,621,525	80,554	0	4,702,079	.0018394660966	28,887
4736	Pittsburg/Los Medanos III	22,336,868	95,520	0	22,432,388	.0087756112418	137,813
4737	Richmd 8A RDA 2000 Amnd	2,327,801	10,353	0	2,338,154	.0009146921686	14,364
4738	Richmd 10A RDA 2000 Amnd	1,412,161	5,761	0	1,417,923	.0005546952055	8,711
4739	Richmd 1A RDA 2000 Amnd	238,380	1,044	0	239,424	.0000936635026	1,471
4740	Richmond 1A	741,596	12,875	0	754,471	.0002951511307	4,635
4741	Richmond 8A	1,222,396	11,945	0	1,234,340	.0004828772957	7,583
4742	Richmond 10A	1,455,657	25,277	0	1,480,934	.0005793454910	9,098
4743	Richmond 10B	139,226	3,342	0	142,568	.0000557730317	876
4744	Richmond 11A	17,911,143	122,428	0	18,033,571	.0070547821059	110,789

CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2022-2023 AB 8 Allocation	2022-2023 Unitary Allocation	2022-2023 Pass-thru H&S 33676	Net Revenue	2022-2023 Adj Allocation Factors	\$ 15,704,078 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
4745	Richmond 12A	172,444	2,011	0	174,455	.0000682473165	1,072
4746	Richmond 8A Henley	73,442	878	0	74,320	.0000290743109	457
4747	Richmond 1B	228,586	1,317	0	229,903	.0000899388264	1,412
4748	Richmond 1C-Potrero	1,765,323	11,598	0	1,776,921	.0006951364363	10,916
4749	Richmond 3A	1,623,775	9,859	0	1,633,634	.0006390819929	10,036
4750	Walnut Creek-So Broadway	1,643,474	15,600	0	1,659,075	.0006490345264	10,192
4751	Walnut Creek-Mt Diablo	0	14,513	0	14,513	.0000056775093	89
4752	Richmond 6A RDA 2000 Amnd	88,815	375	0	89,190	.0000348913075	548
4753	Richmond 10B RDA 2000 Amnd	72,348	199	0	72,547	.0000283805912	446
4754	Richmond 6-A Amend 1	1,793,618	3,745	0	1,797,362	.0007031330814	11,042
4755	Richmond 6-A	595,288	5,428	0	600,716	.0002350015539	3,690
4756	Danville Downtown	5,573,788	45,355	(429,642)	5,189,501	.0020301468358	31,882
4757	Richmond 11A RDA 2000 Amnd	548,369	2,109	0	550,478	.0002153485740	3,382
4758	Richmond 10B RDA 2006 Amnd	8,521,565	25,932	0	8,547,497	.0033438041080	52,511
4760	San Pablo-So Entrance	781,866	8,941	0	790,807	.0003093659117	4,858
4761	San Pablo-El Portal	3,868,712	55,287	0	3,923,999	.0015350790571	24,107
4762	San Pablo-El Portal 79	5,335,750	62,766	0	5,398,516	.0021119141299	33,166
4763	San Pablo-Oak Park	1,239,458	13,611	0	1,253,069	.0004902040023	7,698
4764	San Pablo-Sheffield	578,429	6,286	0	584,716	.0002287424239	3,592
4765	San Pablo-Bayview	2,989,019	28,002	0	3,017,021	.0011802666801	18,535
4766	San Pablo-El Portal 80	2,280,381	29,818	0	2,310,199	.0009037562688	14,193
4767	San Pablo-Oak Park 79	63,724	737	0	64,461	.0000252172478	396
4768	San Pablo-Bayview 80	128,604	1,101	0	129,705	.0000507409442	797
4769	San Pablo-Legacy RDA	3,210,200	13,621	0	3,223,821	.0012611676323	19,805
4770	Pleasant Hill Commons	4,263,077	37,364	0	4,300,441	.0016823443303	26,420
4771	Pleasant Hill Commons 1A	159,481	1,490	0	160,970	.0000629720066	989
4772	Pisnt Hill Schoolyrd Aux	1,376,674	11,470	0	1,388,145	.0005430459867	8,528

**CONTRA COSTA COUNTY
2022-2023 ADMINISTRATIVE COST ALLOCATION**

Fund No	Jurisdiction	Adjusted	2022-2023	2022-2023	2022-2023	Net Revenue	2022-2023	\$	to Allocate
		2022-2023 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676	Adj Allocation Factors				
		(1)	(2)	(3)		(4)	(5)		(6)
4773	Plsnt Hill Comm 2001 Amnd	1,252,253	6,335	0	1,258,588	.00049223630579	7,732		
4774	Pleasant Hill Commons 2009 Amd	402,840	255	0	403,095	.0001576919052	2,476		
4775	Lafayette RDA	10,931,676	42,970	0	10,974,646	.0042933111666	67,422		
4777	San Ramon	14,444,758	90,101	(1,238,384)	13,296,475	.0052016172560	81,687		
4780	CoCoCo Pleasant Hill BART	11,885,243	81,660	0	11,966,903	.0046814850333	73,518		
4781	CoCoCo West Pittsburg	6,301,599	36,805	(1,065,306)	5,273,097	.0020628500370	32,395		
4782	CoCoCo North Richmond	5,763,373	24,567	(415,095)	5,372,845	.0021018713733	33,008		
4783	CoCoCo Pl H/BART Amnd 1	1,066,396	9,976	(13,462)	1,062,911	.0004158134848	6,530		
4784	Oakley	6,326,373	34,467	(120,228)	6,240,613	.0024413447388	38,339		
4785	Rodeo	4,096,947	21,755	(336,493)	3,782,209	.0014796105768	23,236		
4786	CoCoCo Montalvin	1,007,415	4,023	0	1,011,438	.0003956771505	6,214		
									1,877,304

Sub-Total: Recoverable Cost 6,370,447

SCHOOL DISTRICTS - EXEMPT FROM COST ALLOCATION

4016	Ed Phys Handic'd Elem	6,674	1,179	0	7,853	.0000030719467	48		
4018	Livermore Jt Unified	319,492	56,101	0	375,593	.0001469330481	2,307		
4020	Chablt-Las Positas Com College	363,532	8,841	0	372,372	.0001456730859	2,288		
4022	Dev Ctr Handic'd Minor	1,195	211	0	1,406	.0000005499254	9		
4029	Trainable M.R. Alameda	3,010	532	0	3,542	.0000013856791	22		
5001	Acalanes Union Hi Gen	57,758,541	584,090	0	58,342,631	.0228237955833	358,427		
5101	Canyon Elementary Gen	93,531	1,397	0	94,928	.0000371360952	583		
5201	Lafayette Elementary Gen	21,894,237	205,950	0	22,100,187	.0086456530037	135,772		
5301	Moraga Elementary Gen	10,721,126	107,972	0	10,829,099	.0042363727733	66,528		
5401	Orinda Elementary Gen	14,147,648	160,997	0	14,308,645	.0055975807903	87,905		
5501	Walnut Creek General	28,258,293	286,191	0	28,544,484	.0111666795505	175,362		



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Prohibit stopping, standing, or parking at all times on a portion of Stone Valley Road (Road No. 04331A), Danville area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2023/4528 to prohibit stopping, standing, or parking at all times on the south side of Stone Valley Road (Road No. 4331A), beginning at the center line of Glenwood Court (Road No. 4837E) and extending westerly a distance of 290 feet, as recommended by the Public Works Director, Alamo area. (District II)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

District 2 Supervisor Andersen’s office contacted the Transportation Engineering Division reporting that a Glenwood Court resident was concerned with the visual obstruction created by Food Trucks parked in the gravel area shoulders on eastbound Stone Valley Road.

The Town of Danville had recently restricted parking along their portions of Stone Valley Road immediately to the east, based on recommendations of the Administration of Monte Vista High School and others complaining about the food trucks parked in their sections of roadway.

County Traffic Engineering staff responded by conducting site visits and observed multiple vehicles parked on and/or obstructing the eastbound bicycle lane, while it appeared they sought to patronize up to three different food trucks parked in the gravel area on the south side of Stone Valley Road, just west of Glenwood Court. Therefore, the Transportation Engineering Division recommends that parking be prohibited at this location in an effort to improve traffic safety.

The California Vehicle Code Section 21211 prohibits any vehicle from stopping/impeding the normal and reasonable movement on any bikeway. Parking

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Monish Sen, 925.313.2187

By: , Deputy

cc:

BACKGROUND: (CONT'D)

prohibitions at this location should eliminate the obstructions in the bikeway and will assist local law enforcement in enforcing any parking violations that may occur.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted at this location.

ATTACHMENTS

Traffic Resolution 2023-4528

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on February 28, 2023 by the following vote:

AYES:

NOES:

ABSENT:

TRAFFIC RESOLUTION NO. 2023/4528

ABSTAIN:

Supervisorial District II

SUBJECT: Prohibit stopping, standing, or parking at all times on a portion of Stone Valley Road (Road No. 4331A), Alamo area.

The Contra Costa Board of Supervisors RESOLVES that:

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

Pursuant to Section 22507 of the California Vehicle Code, stopping, standing, or parking is hereby declared to be prohibited at all times on the south side of Stone Valley Road (Road No. 4331A), Alamo area, beginning at the center line of Glenwood Court (Road No. 4837E) and extending westerly a distance of 290 feet.

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

ATTESTED: _____
Monica Nino, Clerk of the Board of Supervisors and County Administrator

MS:sr

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

cc: California Highway Patrol
Sheriff Department

By _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Grant application for the San Pablo Dam Road Rehabilitation project, El Sobrante area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to submit a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application to the U.S. Department of Transportation for the San Pablo Dam Road Rehabilitation project, El Sobrante area. (District I)

FISCAL IMPACT:

No County match. The Department is seeking approximately \$16.8 million in RAISE grant funding.

BACKGROUND:

The County often seeks State and Federal funding to augment local road funding, stretching local dollars to build improvements that would not be possible otherwise. The current opportunity is through the RAISE grant application administered by the U.S. Department of Transportation. Funds for the RAISE grant program are awarded on a competitive basis for surface transportation infrastructure projects that will have a significant local or regional impact. This program is referred to as the Local and Regional Project Assistance Program in the Infrastructure Investment and Jobs Act. Applications must be submitted by February 28, 2023.

Staff recommends submitting the San Pablo Dam Road Rehabilitation project for RAISE funding consideration. This project aims to repair embankment structural deficiencies and rehabilitate the road pavement along San Pablo Dam Road between Tri Lane and the City of Orinda city limits. At several locations, the roadway exhibits local

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jeff Valeros, 925.313.2031

By: , Deputy

cc:

BACKGROUND: (CONT'D)

slope failures at its eastern embankment and pavement distress along the travel lanes and shoulders.

The existing San Pablo Dam Road runs along and to the west of San Pablo Reservoir along the former rail right of way of the California/Nevada Railroad. The roadway section within the project limits comprises two 12-foot-wide travel lanes, 8-foot-wide paved shoulders, and 3-foot-wide unpaved outside shoulders. The road is designated as a route of regional significance by the County, as it is one of the main connectors between west and central Contra Costa County. It serves as a commuter route for many County residents, connecting travelers from Interstate 80 in the west to State Route 24 in the City of Orinda, and it serves as the primary commercial corridor for the El Sobrante community.

CONSEQUENCE OF NEGATIVE ACTION:

If staff is not authorized to submit a grant application, grant funding will not be available, which will delay the design and construction of the proposed project.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Agreement Consenting to the Assignment of Seven Agreements to Consor North America, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute an agreement of Assignment and Assumption of Contract and Consent for seven (7) agreements (both on-call and specific project based) from Quincy Engineering, Inc. (Quincy) to Consor North America, Inc. (Conсор) to provide civil design and construction management services for specific County projects and civil engineering, structural engineering and construction management on-call services, effective December 12, 2022. Those agreements are as follows:

- Project #0662-6R4128 – Danville Blvd./Orchard Court – Complete Streets Improvement Project (Design Services), County Public Works Contract ID #10324
- Project #0662-6R4128 – Construction Management for Danville Blvd/Orchard Court, County Public Works Contract ID #10968
- On-Call Civil Engineering Consulting Services (2019) (Term through May 7, 2023), County Public Works Contract ID #10317
- On Call Civil Engineering Consulting Services (2022) (Term through August 9, 2025), County Public Works Contract ID #10991
- On-Call Structural Engineering Consulting Services (2019) (Term through December 31, 2025), County Public Works Contract ID #10319
- On-Call Structural Engineering Consulting Services (2022) (Term through August 16, 2025), County Public Works Contract ID #11008, and
- On-Call Construction Management Services, Countywide (Term through September 30, 2024), County Public Works Contract ID #10049

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Adelina Huerta, 925.313.2305

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

with no change to each individual consulting services agreement, contract terms or payment limits, Countywide. (Project Nos. Various)

FISCAL IMPACT:

Work performed under these contracts will be funded by local, state and federal funds for road and flood control projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering, structural engineering and construction management services for road and flood control projects. After a solicitation process, Quincy was selected as one of several firms to provide civil and structural engineering services on an "on-call" basis. Quincy has augmented Public Works staff and provided both civil and structural engineering services when in-house expertise is not available on an as-needed basis. They have been used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available.

Quincy was also selected to provide civil design and construction management services for the Danville Boulevard-Orchard Court Complete Streets Improvements project in Alamo (Project #0662-6R4128), after completing a request for proposal solicitation and technical proposal process. Public Works successfully negotiated with Quincy to provide the civil design and construction management services for this project.

Quincy and the County, for its Public Works Department, have entered into seven active consulting services agreements to provide the services described above.

In May of 2019, Quincy was acquired by, and became a wholly owned subsidiary of Consor. On or about October 3, 2022, Quincy was merged into Consor, upon which Quincy shall cease and Consor will assume the obligations under Quincy's active contracts. Approval to execute this Assignment and Assumption of Contract and Consent is necessary for the continuation of the services described above. All contract terms and payment limits for each Consulting Services Agreement will remain the same.

Government Code Section 31000 and 4245 authorizes the County to contract for services, including the type of civil, structural and construction management services that Consor provides.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors' these contracts will no longer be in effect causing a delay to the design and construction of these various Public Works projects requiring civil engineering, structural engineering, and construction management services.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Exchange of Real Property between the County & Stephens & Stephens X, LLC, in connection w/the SR4 West Gap Project, Hercules area. (SCH No. 95043029)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a real property exchange agreement (Agreement) between the County and Stephens & Stephens X, LLC (Property Owner) to correct drainage easement boundaries in connection with the West Gap Project, Hercules area, pursuant to Streets and Highways Code Section 960.

DETERMINE that the interest in the property being quitclaimed back to the Property Owner is no longer necessary for County or other public purposes.

AUTHORIZE the Chair, Board of Supervisors, to execute a Quitclaim Deed (Agreement, Attachment 2) on behalf of the County, to quitclaim the County’s interest in the area to the Property Owner.

AUTHORIZE the Public Works Director, or designee, to accept the Grant of Easement (Agreement, Attachment 1) on behalf of the County to acquire new easement rights necessary for the Project.

DIRECT the Real Estate Division of the Public Works Department to cause the fully-executed Easement Deed and Quitclaim Deed to be recorded in the Official Records of Contra Costa County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jessica Dillingham, 925.957.2453

By: , Deputy

cc:

FISCAL IMPACT:

100% Contra Costa Transportation Authority Funds

BACKGROUND:

In 1998 the Contra Costa Transportation Authority (CCTA) and the County entered into Agreement No. 87 for the County to provide right of way services for the State Route 4 West Gap Project (hereinafter called "Project"). The terms of Agreement No. 87 included the County initially taking title for various property rights for the Project and to transfer those rights to the appropriate parties at a later date. Agreement No. 87 is on file at the Public Works Department.

In February 2000, the County purchased real property identified as a portion of APN 358-030-027, as more particularly described in the Final Order of Condemnation, recorded on February 28, 2000, Document No. 2000-0039129 (hereinafter called "FOC"), from Yellow Freight, an Indiana Corporation, for the Project in the unincorporated area of Contra Costa County. The County acquired the property interests described in the FOC for drainage purposes.

It has been determined that, during the construction phase of the Project, the drainage facilities were constructed outside the easement areas described in the FOC as Parcel 48 (56451-2 Drainage Easement) and Parcel 49 (56451-3 Drainage Easement). The Project cannot be transferred to Caltrans until this issue is resolved by acquiring new easement rights that correspond to the actual location of the drainage facilities.

In order to correct this condition, the County will convey to the Property Owner the drainage easement areas acquired by the FOC as described in the Quitclaim Deed, and the Property Owner will convey new drainage easements to the County, described in the Easement Deed. The easement areas described in the Quitclaim Deed are not needed for the Project or any other County purpose, and the easement areas described in the Easement Deed are needed for the Project to ensure the drainage facilities fall within an easement of record.

CCTA has directed County staff to convey and accept the Property at no cost to the Property Owner. The Property Owner will be reimbursed for certain expenses incurred in connection with this transaction.

CONSEQUENCE OF NEGATIVE ACTION:

The County and CCTA would not have the appropriate rights necessary for the Project and the Project could not be transferred to Caltrans unless appropriate rights are otherwise acquired.

ATTACHMENTS

Real Property Exchange Agreement

Project Name: Exchange of Easements
Assessor's Parcel Number: 358-030-027
Property: 3001 Franklin Canyon Road, Rodeo, CA
Project Number: 4660-6X4152

REAL PROPERTY EXCHANGE AGREEMENT

THIS AGREEMENT is made and entered into this 24 day of January, 2023 ("Effective Date") by and between CONTRA COSTA COUNTY, a political subdivision of the State of California, hereinafter called "County," and STEPHENS & STEPHENS X, LLC, a California Limited Liability Company, ("Property Owner"). The County and the Property Owner are sometimes referred to herein together as the "Parties," and each as a "Party."

RECITALS

- A. In February 2000, the County purchased real property identified as a portion of APN 358-030-027, as more particularly described in the Final Order of Condemnation, recorded on February 28, 2000, Document No. 2000-0039129 (hereinafter called "FOC"), from Yellow Freight, an Indiana Corporation, for the State Route 4 West Gap Project (hereinafter called "Project"), in the unincorporated area of Contra Costa County. The County acquired the property interests described in the FOC for drainage purposes.
- B. It has been determined that, during the construction phase of the Project, the drainage facilities were constructed outside the easement areas described as Parcel 48 (56451-2 Drainage Easement) and Parcel 49 (56451-3 Drainage Easement) in the FOC, hereinafter called "Prior Drainage Easements".
- C. The Property Owner will agree to the County's request to convey to the County new easements, hereinafter called ("New Drainage Easements") under, over, through, and across the areas described in the Easement Deed attached hereto as "Attachment 1". In consideration for the granting of the Easement Deed, the County will quitclaim to the Property Owner any and all remaining right, title, and interest the County may have in the Prior Drainage Easements area by that quitclaim deed attached hereto as "Attachment 2" ("Quitclaim Deed"). The Parties agree that the exchange of such property rights between the Parties shall be subject to the terms of this Agreement.

AGREEMENT

In consideration of the covenants and conditions hereinafter contained, and for good and valuable consideration the receipt and adequacy of which are hereby acknowledged, it is mutually agreed as follows:

- 1. **Exchange of Easements.** Subject to the terms of this Agreement, Property Owner will convey to the County the New Drainage Easement by that Easement Deed attached hereto and incorporated herein as Attachment 1. As consideration for the conveyance of the New Drainage Easement, County shall quitclaim all of their right, title, and interest in and to the Prior Drainage Easements by the Quitclaim Deed attached hereto and incorporated herein as Attachment 2.

2. **Fees and Costs.** It is agreed and understood that County shall pay all reasonable costs incurred by Property Owner in connection with Property Owner's and its attorney's review and approval of this Agreement, the Easement Deed, and the Quitclaim Deed ("Reimbursable Costs"); provided, however, that all Reimbursable Costs claimed by Property Owner for reimbursement under this Section shall not exceed \$3,000.00. Property Owner shall submit an invoice for all Reimbursable Costs to the County for processing and payment no later than 30 days after the Effective Date. The County will remit payment on the invoice within 60 days after timely submission by the Property Owner.
3. **Internal Escrow.** Property Owner shall deliver, to the Real Estate Division at the address specified in Section 6, this Agreement and the Easement Deed, executed by Property Owner and with all signatures duly acknowledged by a notary public. County shall cause the Quitclaim Deed and Agreement to be executed on behalf of the County and delivered to the Real Estate Division, to be held in an internal escrow. Within 10 days after receiving the fully-executed Agreement, the executed Easement Deed, and the executed Quitclaim Deed, Real Estate Division staff, on behalf of the County, will do the following: (a) return to Property Owner a fully-executed copy of this Agreement, and (b) cause the fully-executed Easement Deed and Quitclaim Deed to be recorded in the Official Records of Contra Costa County. County will pay all recording fees and other fees incurred to process this transaction.
4. **Title.** County hereby acknowledges and agrees that the right, title, and interest in the property to be conveyed to County by the Easement Deed shall not exceed that vested in the Property Owner, and said property interest is conveyed subject to all previously existing easements, covenants, conditions, restrictions, reservations, and all other encumbrances, whether the same be recorded or unrecorded.
5. **Board Approval Required.** County shall have no obligation under this Agreement unless and until this Agreement is approved by the Contra Costa County Board of Supervisors.
6. **Notices.** All notices, communications, and other writings exchanged between the parties shall be delivered personally, by overnight carrier with delivery charges for next day prepaid, or by U.S. Mail with all postage charges prepaid, and delivered or addressed as follows:

To County:

Contra Costa County
c/o Real Estate Division, Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attention: L. Lucy Owens

To Property Owner:

STEPHENS & STEPHENS X, LLC,
a California Limited Liability Company
c/o D. R. Stephens & Company
465 California Street, Suite 330
San Francisco, CA 94104
Attn: Lane Stephens

Each notice, communication, or other writing shall be deemed delivered immediately if personally delivered, on the next business day after deposit with an overnight carrier with delivery charges for next day delivery prepaid, or on the fifth day after mailing if mailed by U.S. Mail with postage prepaid. Any party may change its address for deliveries by providing written notice to the other party in the manner required by this Section 6.

7. **Entire Agreement.** This Agreement, inclusive of its exhibits, contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto. The terms of this Agreement shall remain enforceable after the recording of the Easement Deed and Quitclaim Deed and shall not merge into those deeds.
8. **Governing Law.** This Agreement shall be governed by the laws of the State of California. Any action to enforce or interpret this Agreement shall be filed in a California state court where jurisdiction and venue are proper.
9. **Successor Owners.** This Agreement shall inure to the benefit of and shall be binding upon the Parties and their successors, including all successor owners of the real property subject the New Drainage Easements.
10. **Counterparts.** This Agreement may be executed in counterparts.

[Signatures on next page.]

The parties herein have set forth the whole of their agreement and the performance of this agreement shall relieve the County of all further obligations or claims on this account.

CONTRA COSTA COUNTY

STEPHENS & STEPHENS X, LLC

By: _____
Brian M. Balbas
Public Works Director

By: _____
Its: *Manager*

Date: _____
(Date of Board Approval)

By: _____
Its:

RECOMMENDED TO THE BOARD OF SUPERVISORS
FOR APPROVAL

By _____
L. Lucy Owens
Real Property Agent

By _____
Jessica L. Dillingham
Principal Real Property Agent

Attachment 1: Easement Deed
Attachment 2: Quitclaim Deed

**ATTACHMENT 1
EASEMENT DEED
(NEW EASEMENTS)**

Recorded at the request of:
Contra Costa County or

Return to:
Contra Costa County/
Public Works Department
Real Estate Division
255 Glacier Drive
Martinez, CA 94553
Attn: L. Lucy Owens

EXEMPT FROM RECORDING FEES PURSUANT TO GOV'T. CODE SECTION 27383 AND DOCUMENTARY TRANSFER TAX PURSUANT TO REVENUE AND TAXATION CODE SECTION 11922.

EASEMENT DEED

District	County	Route	Postmile	Number
04	CC	4	R2.67L	59343-30 59343-31

Portion of Assessor's Parcel No. 358-030-027

STEPHENS & STEPHENS X, LLC, a California Limited Liability Company, hereinafter called the GRANTOR, hereby grants to CONTRA COSTA COUNTY, a political subdivision of the State of California, hereinafter called the GRANTEE, an easement for drainage purposes under, over, through, and across the following described land; together with the right to construct, operate, and maintain such facilities as necessary to effect the purpose of the easement, in the County of Contra Costa, State of California, described as follows:

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

TO HAVE AND TO HOLD, all and singular, the rights above described unto the GRANTEE and the GRANTEE's successors and assigns forever.

IN WITNESS WHEREOF, the GRANTOR has executed this indenture this 24th day of 2023.

STEPHENS & STEPHENS X, LLC

Lane Stephens
(Name)

Title: Manager

(Name)

Title: _____

ABOVE SIGNATURES MUST BE NOTARIZED

"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."

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT
CIVIL CODE § 1189**

State of California

County of SAN FRANCISCO

On 1.24.2023 before me, SHERYL R. JOHNS
Date Here Insert Name and Title of the Officer

personally appeared Lane Stephens
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: [Handwritten Signature]
Signature of Notary Public



Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

- Signer's Name: _____
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Individual Attorney in Fact
- Trustee Guardian or Conservator
- Other: _____

- Signer's Name: _____
- Corporate Officer — Title(s): _____
- Partner — Limited General
- Individual Attorney in Fact
- Trustee Guardian or Conservator
- Other: _____

Signer Is Representing: _____

Signer Is Representing: _____

Number
59343-30

59343-31

Exhibit "A"

PARCEL 59343-30 DRAINAGE EASEMENT

All that certain real property situate in the unincorporated area of the County of Contra Costa, State of California, being a portion of Parcel "A" as shown upon that certain Parcel Map filed for record on November 18, 1986 in Book 125 of Parcel Maps at Pages 9 through 11, inclusive, Official Records of said County, being more particularly described as follows:

A 4.000 meter wide easement for drainage purposes under, over, through, and across the following described land; together with the right to construct, operate, and maintain such facilities as necessary to effect the purpose of the easement.

COMMENCING at a point on the general southerly line of said Parcel "A", said **POINT of COMMENCEMENT** also being the most easterly terminus of the course shown as "N 76°13'50" W 151.68' " on said Parcel Map (North 75°11'09" West for purposes of this description); thence along said general southerly line the following four (4) courses; (1) North 75°11'09" West 46.232 meters, (2) South 14°48'51" West 0.610 meters, (3) North 75°11'09" West 72.532 meters, (4) westerly, along the arc of a curve to the right, concave to the north, having a radius of 275.826 meters, through a central angle of 2°02'35", an arc distance of 9.836 meters to the **TRUE POINT OF BEGINNING**; thence continuing along last said arc, having a radius of 275.826 meters, through a central angle of 0°53'09", an arc distance of 4.264 meters; thence departing said general southerly line, North 02°57'23" West 16.791 meters; thence North 01°06'33" West 28.784 meters; thence North 08°28'37" East 33.793 meters to a point on the general southerly line of PARCEL 47 (56451-1) FEE as described in the Final Order of Condemnation recorded February 28, 2000 as Document No. 2000-0039129-00, Official Records of said County; thence along last said general southerly line; South 73°16'42" East 4.042 meters; thence departing last said general southerly line, South 08°28'37" West 32.878 meters; thence South 01°06'33" East 28.384 meters; thence South 02°57'23" East 18.203 meters to the **POINT OF BEGINNING**.

CONTAINING 318 square meters, more or less.

PARCEL 59343-31 DRAINAGE EASEMENT

All that certain real property situate in the unincorporated area of the County of Contra Costa, State of California, being a portion of Parcel "A" as shown upon that certain Parcel Map filed for record on November 18, 1986 in Book 125 of Parcel Maps at Pages 9 through 11, inclusive, Official Records of said County, being more particularly described as follows:

A 4.000 meter wide easement for drainage purposes under, over, through, and across the following described land; together with the right to construct, operate, and maintain such facilities as necessary to effect the purpose of the easement.

COMMENCING at a point on the general southerly line of said Parcel "A", said **POINT of COMMENCEMENT** also being the most easterly terminus of the course shown as "N 76°13'50" W 151.68' " on said Parcel Map (North 75°11'09" West for purposes of this description); thence along said general southerly line the following two (2) courses; (1) North 14°48'51" East 6.096 meters, (2) South 75°11'09" East 0.181 meters to the **TRUE POINT OF BEGINNING**; thence departing said general southerly line, North 19°03'38" East 17.568 meters; thence North 06°00'38" West 21.342 meters; thence North 18°21'42" East 26.105 meters to a point on the general southerly line of PARCEL 47 (56451-1) FEE

Number
59343-30

59343-31

as described in the Final Order of Condemnation recorded February 28, 2000 as Document No. 2000-0039129-00, Official Records of said County; thence along last said general southerly line; South 78°23'20" East 4.028 meters; thence departing last said general southerly line, South 18°21'42" West 25.715 meters; thence South 06°00'38" East 21.367 meters; thence South 19°03'38" West 18.160 meters to a point on first said general southerly line; thence along first said general southerly line, North 75°11'09" West 4.011 meters to the **POINT OF BEGINNING**.

CONTAINING 261 square meters, more or less.

The bearings and distances used in the above descriptions are based on the California Coordinate System of 1983 (CCS83) Zone 3, Epoch 1991.35 HPGN. Multiply distances by 1.000060 to obtain ground distances.

These real property descriptions have been prepared by me, or under my direction, in conformance with the California Professional Land Surveyors' Act.



Brian M. Coleson, LS 8367

12/8/2021

Date



**ATTACHMENT 2
QUITCLAIM DEED
(PRIOR EASEMENTS)**

Recorded at the request of:
Stephens & Stephens X, LLC
c/o D. R. Stephens & Company
465 California Street, Suite 330
San Francisco, CA 94104
Attn: Lane Stephens

After recording return to:
Stephens & Stephens X, LLC
c/o D. R. Stephens & Company
465 California Street, Suite 330
San Francisco, CA 94104
Attn: Lane Stephens

The Undersigned Grantor(s) Declare(s): DOCUMENTARY TRANSFER TAX \$ _____

QUITCLAIM DEED

For a valuable consideration, receipt of which is hereby acknowledged,

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

Does hereby remise, release and forever quitclaim to STEPHENS & STEPHENS X, LLC, a California limited liability company all of its right, title, and interest in and to the following described real property in the unincorporated area of the County of Contra Costa, State of California,

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

CONTRA COSTA COUNTY

Date: _____

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

Exhibit "A"

DRAINAGE EASEMENT QUITCLAIM LEGAL DESCRIPTION

All that certain real property situate in the unincorporated area of the County of Contra Costa, State of California, being portions of Parcel "A" as shown upon that certain Parcel Map filed for record on November 18, 1986 in Book 125 of Parcel Maps at Pages 9 through 11, inclusive, Official Records of said County, being all of **PARCEL 48 (56451-2) DRAINAGE EASEMENT** and **PARCEL 49 (56451-3) DRAINAGE EASEMENT** as described in the Final Order of Condemnation recorded February 28, 2000 as Document No. 2000-0039129-00, Official Records of said County, being specifically described therein as follows:

"PARCEL 48 (56451-2) DRAINAGE EASEMENT

An easement for Drainage Purposes and incidents thereto upon, over and across that certain real property described as follows:

A strip of land 4.000 meters in width, measured at right angles and radially lying southeasterly, easterly and northeasterly of the following described line:

Commencing at a point on the northwesterly line of said Parcel A (125 PM 9) which bears South 28°54'22" West, 40.221 meters from the most northerly corner; thence South 70°50'09" East, 10.131 meters; thence South 73°16'42" East, 11.114 meters to the Point of Beginning for the herein described line, said point also being the beginning of a non-tangent curve concave to the southeast, having a radius of 23.000 meters, a radial to which curve bears North 35°58'07" West; thence southwesterly along the arc of said curve through a central angle of 36°57'21", an arc distance of 14.835 meters; thence South 17°04'32" West, 23.452 meters to a curve concave to the east having a radius of 27.000 meters; thence southerly and southwesterly along the arc of said curve through a central angle of 46°44'51", an arc distance of 22.029 meters; thence South 29°40'20" East, 20.182 meters to a curve concave to the southwest having a radius of 9.000 meters; thence southerly along the arc of said curve through a central angle of 30°04'00", an arc distance of 4.723 meters; thence South 0°23'37" West, 1.849 meters to the northerly line of State Route 4, being the southerly terminus of the herein described line.

The side line of said 4.000 meters in width strip shall be shortened or lengthened to terminate between a line that bears South 73°16'42" East from the Point of Beginning and the northerly line of State Route 4.

Containing an area of 350 square meters more or less.

PARCEL 49 (56451-3) DRAINAGE EASEMENT

An easement for Drainage Purposes and incidents thereto upon, over and across that certain real property described as follows:

A strip of land 4.000 meters in width (measured at right angles and radially) lying easterly and southeasterly of the following described line:

Commencing at a point on the southeasterly line of said Parcel A (125 PM 9) which bears South 14°44'21" West, 39.851 meters from the most easterly corner of said Parcel A; thence North 78°23'20" West 10.614 meters to the Point of Beginning for the herein described line; thence South 6°30'26" West, 40.147 meters; thence South 16°26'44" West, 23.787 meters to the northerly line of State Route 4, the southerly terminus the herein described line.

The side line of said 4.000 meters in width strip shall be shortened or lengthened to extend from a line that bears South 78°23'20" East from the Point of Beginning to the northerly line of State Route 4 Containing an area of 256 square meters, more or less."

"These bearings and distances used in the above descriptions are on the California Coordinate System of 1983 (CCS83) Zone III (1991.35 HPGN). Multiply distances shown by 1.000068 to obtain ground distances."

This real property description has been prepared by me, or under my direction, in conformance with the California Professional Land Surveyors' Act.



Brian M. Coleson, LS 8367

12/27/2021

Date





Contra
Costa
County

To: Board of Supervisors
From: Greg Baer, Director of Airports
Date: February 28, 2023

Subject: Approval of Change in Ownership of Pacific States Aviation, a Buchanan Field Airport Tenant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County, a consent to the transfer of ownership of Pacific States Aviation, Inc. from its current owner, the Thompson Family Restated Living Trust, to the new owner, Stripes - US Holdings, LLC.

FISCAL IMPACT:

There is no negative impact on the General Fund. The Airport Enterprise Fund will continue to receive lease and other revenues provided for in the Lease. The County General Fund will continue to receive property, sales, and possessory interest tax revenues generated from the Lessees' business.

BACKGROUND:

In February of 2006, the County entered into a ground lease with Pacific States Aviation, Inc. (PSA) to conduct Fixed Base Operator (FBO) services at Buchanan Field Airport (51 and 101 John Glenn Drive). As a part of the lease, PSA is obligated to provide certain aeronautical services such as aircraft storage, fueling, ramp service, and maintenance of general aviation aircraft. In addition to the required FBO services being provided, PSA also owns and operates the

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Beth Lee, 925-681-4200

By: , Deputy

cc:

BACKGROUND: (CONT'D)

most active flight school at Buchanan Field Airport.

The current owner of PSA has entered into a stock purchase agreement with Stripes - US Holdings, LLC (Stripes) for the sale of PSA to Stripes. The sale of PSA has the effect of transferring ownership of the existing lease which requires the County's consent. The new owner of PSA will be personally guaranteeing the financial obligations of PSA under the lease for five years. Stripes is a newly formed limited liability company that intends to continue to operate PSA as a FBO, as well as maintain their robust flight training program. Such services are a vital part to the economic engine and community benefits of a general aviation airport such as Buchan Field.

CONSEQUENCE OF NEGATIVE ACTION:

The owners of PSA will not be able to transfer ownership of the company.

ATTACHMENTS

PSA Consent to Assignment to Stripes

CONSENT TO ASSIGNMENT

This consent to assignment (“Consent”) is dated March 1, 2023, and is between the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the “County”) on the one hand, and PACIFIC STATES AVIATION, INC. (“Tenant”), ROBERT B. THOMPSON, TRUSTEE OF THE THOMPSON FAMILY RESTATED TRUST (“Assignor”), and STRIPES – US HOLDINGS, LLC (“Assignee”) on the other.

RECITALS:

- A. County and Tenant are parties to the Amended and Restated Lease dated February 28, 2006 (“Lease”), pursuant to which Tenant leased from County the real property commonly known as 51 John Glenn Drive, Concord, California, as more fully described in the Lease.
- B. Assignor is the sole shareholder of Tenant. Pursuant to a Stock Purchase Agreement dated April 29, 2022, Assignor desires to transfer its ownership interest in the Tenant to Assignee. Such transfer is the “Assignment.”
- C. As consideration for the County entering into this Consent, Rashid Yahya, the sole member of the Assignee (“**Guarantor**”), is entering into a Guaranty of Lease dated March 1, 2023 (the “**Guaranty**”), under which the Guarantor is guarantying the prompt payment by Assignee of all rents and other amounts due under the Lease through February 28, 2028, and the faithful and prompt performance by Assignee of each and every term, condition and covenant of the lease that is to be kept and performed by Assignee, all as more particularly described in the Guaranty. The Guaranty is effective on the effective date of the Assignment.
- D. In accordance with the Lease, the Assignment is deemed a voluntary assignment of the Lease, which requires the prior written consent of County.

The parties therefore agree as follows:

AGREEMENT

1. Definitions

Defined terms used but not defined in this Consent have the meaning ascribed to them in the Lease.

2. Consent

In reliance on the representations and warranties of Assignor and Assignee set forth below and subject to execution and delivery of the Guaranty, the County consents to the Assignment.

3. Transaction Fee

In accordance with Section 10 of the Lease, Tenant shall pay the County a Transaction Fee equal to \$3,500.00. Such payment is a condition precedent to the effectiveness of this Consent.

4. Lease Unchanged

The obligations of Tenant under the Lease are unchanged. This Consent does not amend the Lease. If there is a contradiction between the Lease and this Consent, the terms of the Lease will prevail.

5. Governing Law

This Consent is governed by the laws of the State of California.

6. Representations and Warranties of Assignor and Assignee

Assignor and Assignee each represent and warrant that:

- A. Following the Assignment, the use of the Premises will be unchanged and will not be inconsistent with the use permitted under the Lease. The Assignment does not require alteration of the Premises.
- B. Assignee's intended use of the Premises will not increase the hazardous substance liability to the Premises and will not otherwise adversely affect the County's interest in the Premises.
- C. Assignee has a good reputation in the business community in which it conducts its business, and its business reputation and business credit history is consistent with other business conducted on the Premises.
- D. Assignee is capable of operating a Fixed Base Operator business as contemplated by the terms of the Lease and has business experience and management ability that is equal to or greater than that of Assignor.
- E. Assignee's financial condition is sufficient to support the obligations of Lessee under the Lease and any encumbrances secured by the Lease.
- F. The Assignment will not result in a reduction in the Rent paid under the Lease.

G. Assignor and Assignee have the legal right and authority to enter into this Consent and each has received all necessary approvals to do so.

The parties are signing this Consent as of the date set forth in the introductory paragraph.

COUNTY

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

By _____
Greg Baer
Director of Airports

TENANT

Pacific States Aviation, Inc.

By _____
Name
Title

By _____
Name
Title

RECOMMENDED FOR APPROVAL:

By _____
Beth Lee
Assistant Director of Airports

ASSIGNOR

By _____
Robert B. Thompson
Trustee of the Thompson Family
Restated Living Trust

ASSIGNEE

By _____
Rashid Yahya

APPROVED AS TO FORM:

By Thomas L. Geiger, 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: February 28, 2023

Subject: Adopt Resolution Requesting that the Flood Control District Adopt Annual Parcel Assessments for the County’s Watershed Program. Project #7517-6W7091

RECOMMENDATION(S):

ADOPT Resolution No. 2023/53 establishing a rate of \$30 per Equivalent Runoff Unit (ERU) for Stormwater Utility Area 17 (Unincorporated County) for Fiscal Year 2023–2024 and requesting that the Contra Costa County Flood Control and Water Conservation District (FC District) adopt annual parcel assessments for drainage maintenance and the National Pollutant Discharge Elimination System Program, Countywide.

FISCAL IMPACT:

The 2023–2024 rate per ERU is the same as that set for fiscal year 2022–2023. Therefore, there will be no change in rate for Unincorporated County property owners. The unincorporated area of Contra Costa County will produce approximately \$3,664,000, which will be used to implement the Unincorporated County’s Watershed Program. All associated costs funded 100% by Stormwater Utility Area 17 Funds.

BACKGROUND:

The Clean Water Program consists of the County, Contra Costa cities, and the FC District working together to prevent, reduce, or eliminate the discharge of pollutants into the storm drain system, including creeks and other natural waterways. The Clean Water Program was established in response to changes in the Federal Clean Water Act. The Program is known at the federal level as the National Pollutant Discharge Elimination System (NPDES) Program. In order to be in compliance

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Michele Mancuso, (925) 313-2236

By: , Deputy

BACKGROUND: (CONT'D)

with the current NPDES permit, Clean Water Program participants implement a Stormwater Management Plan stipulating a set of activities and a performance or service level. The Stormwater Management Plan is a major component of the Joint Municipal NPDES Stormwater Permit with the California Regional Water Quality Control Boards and is paid for with stormwater utility fee assessments. Adoption of the attached resolution will begin the annual process of assessment adoption.

The Board of Supervisors is being asked to set a rate of \$30 for one ERU in the Unincorporated County areas and to request that the FC District adopt the stormwater utility assessment. (The FC District is the only entity under state law with legal authority to assess this particular assessment.)

The Public Works Department coordinates the County Watershed Program for the County. Examples of how the assessment is being spent in the current year include:

1. General drainage maintenance to remove debris and sediment from County storm drain systems, flood control channels, and creeks.
2. Targeted street sweeping throughout the County.
3. Work with County Building Inspection and Public Works inspectors and construction companies/contractors to reduce construction contaminants, such as paint, cement, oil/fuels, and soil erosion from entering storm drains and creeks.
4. Encourage Planners and the development community to use new designs that will reduce contaminated stormwater runoff.
5. Educate the public on the benefits of reducing pesticides and other toxic household product use and their proper disposal.
6. Educate County Engineers and Maintenance staff on flood control design, construction, and maintenance practices that protect water quality and preserve natural watershed habitats.
7. Inspection of industrial and commercial businesses for evidence that spill prevention, equipment maintenance and cleaning, waste handling and disposal, and other business practices are done in a manner that minimizes stormwater contamination.
8. Educate marina operators and their marina users through a marina program.

CONSEQUENCE OF NEGATIVE ACTION:

If the rate per ERU is not set for the coming fiscal year, funds will not be available for the County's Watershed Program to comply with the Joint Municipal NPDES Stormwater Permit. The Regional Water Quality Control Boards have the authority to issue fines of up to \$10,000 per day against those municipalities that do not comply with the Permit and fail to implement their Stormwater Management Plans.

ATTACHMENTS

Resolution No. 2023/53

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/53

In The Matter of: ESTABLISH the rate per Equivalent Runoff Unit (ERU) for Stormwater Utility Area 17 (Unincorporated County) for Fiscal Year 2023–2024 and request that the Contra Costa County Flood Control and Water Conservation District (FC District) ADOPT an annual parcel assessment for drainage maintenance and the National Pollutant Discharge Elimination System (NPDES) Program, Countywide.

The Board of Supervisors of Contra Costa County RESOLVES THAT;

WHEREAS, under the Federal Water Pollution Control Act, prescribed discharges of stormwater require a permit from the appropriate California regional water quality board under the NPDES Program; and

WHEREAS, the COUNTY of CONTRA COSTA (County) did apply for, and did receive, an NPDES permit, which requires the implementation of selected Best Management Practices (BMPs) to minimize or eliminate pollutants from entering stormwaters; and

WHEREAS, it is the intent of the County to utilize funds received from its Stormwater Utility Area (SUA) for implementation of the NPDES Program and drainage maintenance activities; and

WHEREAS, at the request of the County, the FC District has completed the process for formation of an SUA, including the adoption of the Stormwater Utility Assessment Drainage Ordinance NO. 93-47; and

WHEREAS, the SUA and Program Group Costs Payment agreement between the County and the FC District requires that the County determine the rate to be assessed to a single ERU for the forthcoming fiscal year in the Unincorporated County; and

NOW, THEREFORE BE IT RESOLVED, that the County Board of Supervisors does determine that the rate to be assigned to a single ERU for Fiscal Year 2023–2024 shall be set at \$30.

BE IT FURTHER RESOLVED, that the County Board of Supervisors does hereby request the FC District to adopt SUA 17 levies based on said amount.

I hereby certify that this 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: Michele Mancuso, (925) 313-2236

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Laura Strobel, County Administrator's Office, Thomas L. Geiger, Chief Assistant County Counsel, Bob Campbell, County Auditor–Controller, Dorothy Lim, County Auditor–Controller's Office, Allison Knapp, Deputy Public Works Director, Tim Jensen, Flood Control, Michelle Cordis, Flood Control, Michele Mancuso, County Watershed Program, Jennifer Joel, County Watershed Program, Michael Taylor, Flood Control, Catherine Windham, Flood Control



Contra
Costa
County

To: Board of Supervisors
From: Thomas L. Geiger, Chief Assistant County Counsel
Date: February 28, 2023

Subject: Deny claim for unitary property taxes paid for tax year 2019/20

RECOMMENDATION(S):

DENY the claim filed by Pacific Bell in the amount of \$996,921.00, plus interest, in unitary property taxes paid for tax year 2019/20.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Pacific Bell ("Claimant") has filed a claim for refund of property taxes against the County and a number of other counties, essentially alleging that the statutory formula used to calculate its property tax rate violates the California Constitution.

In January 2023, Pacific Bell submitted a claim in the amount of \$996,921.00. [The claim is provided in Attachment A.] The claim is for property taxes paid for tax year 2019/2020. Claimant requests interest on the requested refund amount.

The claimant submitted refund claims for prior years based on the same allegation, which the County has denied. Other counties that have received similar refund claims from this claimant appear to have uniformly denied the claims. Santa Clara County recently prevailed before the Court of Appeal on the basis that the statutory tax rate imposed on property owned by this entity does not violate the California Constitution.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rebecca Hooley, Assistant County Counsel, (925) 655-2200

By: , Deputy

BACKGROUND: (CONT'D)

ANALYSIS:

Under the California Constitution, certain property owned or used by utilities and telecommunication companies, among others, is annually assessed by the State Board of Equalization ("BOE"). (Cal. Const., article XIII, § 19.) The amount of such "unitary property" assessments attributed to the County by the BOE are then taxed by the County in accordance with a statutory formula. (See Rev. & Tax. Code, § 100.)

The Auditor-Controller uses the amount of unitary property assessments annually provided by the BOE to calculate the amount of taxes to be levied on these properties in accordance with a formula mandated by state law (Rev. & Tax. Code, § 100). Based on this formula, the unitary tax rate for 2019/20 was 1.6865%. The Auditor-Controller has confirmed that the rate was correctly calculated pursuant to the State law, and the Office of the State Controller has deemed it correct.

Claimant argues that it is entitled to a partial refund of taxes on the grounds that they were illegally levied because the formula used to calculate the rate is unconstitutional. However, the County is given no discretion on its calculation of the unitary tax rate; it is a mandated formula set by the State. A recent decision from the California Court of Appeals has affirmed the constitutionality of the rate. (*County of Santa Clara v. Sup. Ct.* (2023) No. H049161) 87 Cal.App.5th 347.) For these reasons, the claim should be denied.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to take the recommended action would result in interest continuing to accrue on a potential court-ordered refund of property taxes.

ATTACHMENTS

Attachment A - Claim of Pacific Bell



Gary Hunter
AVP TAX
AT&T Services, Inc.
208 S Akard St. 18th floor
Dallas, TX 75202-4206

Tel: 214-782-3738
Mob: 469-794-7194
Gh8190@att.com

December 16, 2022

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553



RE: Pacific Bell, AT&T Mobility LLC & AT&T Communications Property Tax Claims for Refund

Dear Clerk of the Board,

Enclosed are the Fiscal Year 2019/20 property tax claims for refund for Pacific Bell, AT&T Mobility and AT&T Communications for your review. please feel free to let me know if you have any questions or need any additional information. I can be reached at (214) 782-3738 or by email at gh8190@att.com.

In advance, thank you for your attention to this matter.

Regards,

GHH by DHP

Gary Hunter
AVP TAX

RECEIVED

JAN 27 2023

**CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.**

CLAIM FOR REFUND OF PROPERTY TAXES

To: Board of Supervisors, County of *CONTRA COSTA*, California.

The undersigned, as *AVP TAX* of *AT&T Services*, as delegated by the claimant herein, hereby makes this claim for refund of property tax on behalf of the claimant pursuant to Revenue and Taxation Code section 5097 and demands that the Board of Supervisors make its order directing the controller of said County to refund to claimant the sum of \$ 996,921 in taxes levied for the fiscal year 2019-20. In support of said claim, the undersigned states:

1. Claimant is and at all times herein mentioned was *Pacific Bell*, a corporation duly organized and existing under the laws of the State of California, with its principal place of business located at 430 Bush Street, San Francisco, San Francisco County, California.
2. For fiscal year 2019-20, the California State Board of Equalization assessed the value of claimant's unitary and nonoperating California property pursuant to its authority under Article XIII, section 19 of the California Constitution and section 721 of the Revenue and Taxation Code. Pursuant to its authority under Revenue and Taxation Code section 756, the California Board of Equalization transmitted a roll showing claimant's unitary and nonoperating property in *CONTRA COSTA* County. On the basis of said assessment and transmittal of said roll, taxes were levied on said property for said fiscal year in the sum of \$ 3,261,508 (Exhibit 1) and paid by claimant in full on or about *December 4, 2019* and *April 6, 2020* (Exhibit 2).
3. Claimant is entitled to a refund of a portion of said taxes in the amount of \$ 996,921, plus appropriate interest, on the grounds that said taxes were erroneously or illegally collected, or illegally assessed or levied, for the following reasons:
 - a. The property tax rate applied to compute claimant's property taxes was in excess of the rate applied in the same year to property in the county assessed by the assessor of *CONTRA COSTA* County, in violation of Article XIII, section 19 of the

California Constitution and *ITT World Communications v. City and County of San Francisco*, 37 Cal. 3d 859 (1985).

- b. The property tax rate applied to compute claimant's property taxes exceeded the rate allowed by Article XIII A, section 1 of the California Constitution.

4. No refund of said taxes, or any part thereof, has been previously made.

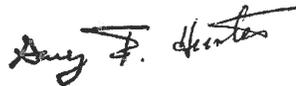
I declare under penalty of perjury that the foregoing is true and correct, and that I am authorized by claimant to make this claim for refund.

Dated: *December 16, 2022* at 208 S. Akard, Dallas, Texas

Name: Gary Hunter

Title: AVP TAX

Signature:

A handwritten signature in black ink that reads "Gary F. Hunter". The signature is written in a cursive style with a horizontal line under the first name.



CONTRA COSTA COUNTY
RUSSELL V. WATTS, TREASURER-TAX COLLECTOR
UNITARY PROPERTY TAX
FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020

ASSESSED TO:

Pacific Bell Telephone Co.
1010 Pine, 9E-L-01
St. Louis, MO 63101

NOTICE DATE: **October 07, 2019**

ACCOUNT NUMBER: **279**

VALUATION			
Land	Improvements	Personal Property	Total Assessed Value
\$31,273,330	\$140,636,997	\$21,478,822	\$193,389,149
Assessed Value Tax Rate	Total Tax Due	First Installment	Second Installment
1.6865%	\$3,261,507.98	\$1,630,753.99	\$1,630,753.99

This is your notice for **UNITARY PROPERTY TAX** in Contra Costa County for the fiscal year 2019-2020, as reported by the State Board of Equalization. Pursuant to Section 2503.2 of the Revenue & Taxation Code, all taxpayers making single or aggregate tax payment(s) of **FIFTY THOUSAND DOLLARS (\$50,000)** or more are required to send payments via **electronic funds transfer (EFT) or by wire**. If you have any questions, call (925) 957-2828 between 9:00 a.m. and 4:00 p.m. or write to: CCC Tax Collector, ATTN: Danielle Goodbar, 625 Court Street Rm. 100, Martinez, CA 94553-1231.

(KEEP THE TOP PORTION FOR YOUR RECORDS)

ACCOUNT NUMBER: 279	FISCAL YEAR: 2019 - 2020	ISSUE DATE: OCTOBER 07, 2019
----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:
CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

DUE BY FEB. 1, 2020	\$1,630,753.99
DELINQUENT AFTER 5:00 P.M. APR. 10, 2020 (INCLUDES 10% PENALTY + \$20 COST)	\$1,793,849.38
TO PAY FULL TAX BY DEC. 10, 2019	\$3,261,507.98

Pacific Bell Telephone Co.

2ND

INSTALLMENT

ACCOUNT NUMBER: 279	FISCAL YEAR: 2019 - 2020	ISSUE DATE: OCTOBER 07, 2019
----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:
CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

DUE BY NOV. 1, 2019	\$1,630,753.99
DELINQUENT AFTER 5:00 P.M. DEC. 10, 2019 (INCLUDES 10% PENALTY)	\$1,793,829.38
TO ENSURE PROPER POSTING & CREDIT OF PAYMENT, PLEASE SEND BACK COUPONS ALONG WITH YOUR PAYMENTS.	

Pacific Bell Telephone Co.

1ST

INSTALLMENT

CONTRA COSTA COUNTY CA.>9T 625 COURT STREET ROOM 100 MARTINEZ, CA 94553		Payment #: 37308334 Payment Date: 12/4/2019 Payment Amount: \$1,725,814.88 Payment Status: RECONCILED						AP System CFAS		
Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description
CONTRA COSTA COUNTY CA.>9T	205186ATT	03	PT62990-368812	12/3/2019	\$1,725,814.88	USD	\$0.00	\$1,725,814.88	37308334	

CONTRA COSTA COUNTY CA.>9T 625 COURT STREET ROOM 100 MARTINEZ, CA 94553		Payment #: 37646788 Payment Date: 4/6/2020 Payment Amount: \$1,725,814.88 Payment Status: RECONCILED						AP System CFAS		
Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description
CONTRA COSTA COUNTY CA.>9T	205186ATT	03	PT63776-387435	4/3/2020	\$1,725,814.88	USD	\$0.00	\$1,725,814.88	37646788	



AT&T Inc.
208 S. Akard St.
18th Floor
Dallas, TX 75202

CERTIFIED MAIL®



7020 0640 0001 2794 9966

RECEIVED
JAN 27 2023
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553



0000

U.S. POSTAGE PAID
SEGUIN, TX
78155
DEC 27, 22
AMOUNT
\$8.93
R2305K135712-03



Contra
Costa
County

To: Board of Supervisors
From: Thomas L. Geiger, Chief Assistant County Counsel
Date: February 28, 2023

Subject: Deny claim for unitary property taxes paid for tax year 2020/21

RECOMMENDATION(S):

DENY the claim filed by Sprint Spectrum LP in the amount of \$220,399.68, plus interest, in unitary property taxes paid for tax year 2020/21.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Sprint Spectrum LP (“Claimant”) has filed a claim for refund of property taxes against the County and a number of other counties, essentially alleging that the statutory formula used to calculate its property tax rate violates the California Constitution.

In January 2023, Sprint Spectrum LP submitted a claim in the amount of \$220,399.68. [The claim is provided in Attachment A.] The claim is for property taxes paid for tax year 2020/21. Claimant requests interest on the requested refund amount.

The claimant has submitted refund claims for prior years based on the same allegation, which the County has denied. Other counties that have received similar refund claims from this claimant appear to have uniformly denied the claims. Santa Clara County recently prevailed before the Court of Appeal on the basis that the statutory tax rate imposed on property owned by these entities does not violate the California Constitution.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rebecca Hooley, Assistant County Counsel, (925) 655-2200

By: , Deputy

cc: Rebecca Hooley, Assistant County Counsel, Laura Strobel, County Administrator's Office, Robert Campbell, Auditor-Controller

BACKGROUND: (CONT'D)

ANALYSIS:

Under the California Constitution, certain property owned or used by utilities and telecommunication companies, among others, is annually assessed by the State Board of Equalization ("BOE"). (Cal. Const., article XIII, § 19.) The amount of such "unitary property" assessments attributed to the County by the BOE are then taxed by the County in accordance with a statutory formula. (See Rev. & Tax. Code, § 100.)

The Auditor-Controller uses the amount of unitary property assessments annually provided by the BOE to calculate the amount of taxes to be levied on these properties in accordance with a formula mandated by state law (Rev. & Tax. Code, § 100). Based on this formula, the unitary tax rate for 2020/21 is 1.8320%. The Auditor-Controller has confirmed that the rate was correctly calculated pursuant to the State law, and the Office of the State Controller has deemed it correct.

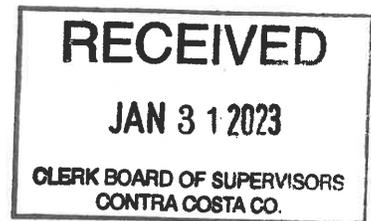
Claimant argues that it is entitled to a partial refund of taxes on the grounds that they were illegally levied because the formula used to calculate the rate is unconstitutional. However, the County is given no discretion on its calculation of the unitary tax rate; it is a mandated formula set by the State. A recent decision from the California Court of Appeals has affirmed the constitutionality of the rate. (*County of Santa Clara v. Sup. Ct.* (2023) 87 Cal.App.5th 347.) For these reasons, the claim should be denied.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to take the recommended action would result in interest continuing to accrue on a potential court-ordered refund of property taxes.

ATTACHMENTS

Attachment A - Claim of Sprint Spectrum LP



CLAIM FOR REFUND OF PROPERTY TAXES

To: Board of Supervisors, County of Contra Costa, California.

The undersigned, as Senior Vice President - Taxation of Sprint Spectrum, L.P., PO Box 85022, Bellevue, Washington 98015, the claimant herein, hereby makes this claim for refund of property tax on behalf of the claimant pursuant to Revenue and Taxation Code section 5097 and requests that the Contra Costa County Board of Supervisors make its order directing the Controller of said County to refund to claimant the sum of \$220,399.68 in taxes levied for the fiscal year 2020-21. In support of said claim, the undersigned states:

1. Claimant is and at all times herein mentioned was Sprint Spectrum LP.
2. For fiscal year 2020-21, the California State Board of Equalization assessed the value of claimant's unitary and nonoperating California property pursuant to its authority under Article XIII, section 19 of the California Constitution and section 721 of the Revenue and Taxation Code. Pursuant to its authority under Revenue and Taxation Code section 756, the California Board of Equalization transmitted a roll showing claimant's unitary and nonoperating property in Contra Costa County. On the basis of said assessment and transmittal of said roll, taxes were levied on said property for said fiscal year in the sum of \$604,449.42 (See Attached) and paid by claimant in full on or about November 30, 2020 (See Attached).
3. Claimant is entitled to a refund of a portion of said taxes in the amount of \$220,399.68, plus appropriate interest, on the grounds that said taxes were erroneously or illegally collected, or illegally assessed or levied, for the following reasons:
 - a. The property tax rate applied to compute claimant's property taxes was in excess of the rate applied in the same year to property in the county assessed by the assessor of Contra Costa County, in violation of Article XIII, section 19 of the California Constitution and *ITT*

World Communications v. City and County of San Francisco, 37 Cal. 3d 859 (1985).

- b. The property tax rate applied to compute claimant's property taxes exceeded the rate allowed by Article XIII A, section 1 of the California Constitution.
4. No refund of said taxes, or any part thereof, has been previously made.

I declare under penalty of perjury that the foregoing is true and correct, and that I am authorized by claimant to make this claim for refund.

Dated: Wednesday, December 21, 2022 at Dallas, Texas.

Chris Miller

Signature

Christopher Miller, Senior Vice President - Taxation



CONTRA COSTA COUNTY
RUSSELL V. WATTS, TREASURER-TAX COLLECTOR

UNITARY PROPERTY TAX
FISCAL YEAR JULY 1, 2020 TO JUNE 30, 2021

ASSESSED TO

Sprint Spectrum LP
6500 Sprint Pkwy KSOPHL5A602
Overland Park, KS 66251-5333

NOTICE DATE: **October 26, 2020**

ACCOUNT NUMBER: **2720**

VALUATION			
Land	Improvements	Personal Property	Total Assessed Value
\$4,084,536	\$1,725,724	\$27,183,704	\$32,993,964
Assessed Value Tax Rate	Total Tax Due	First Installment	Second Installment
1.8320%	\$604,449.42	\$302,224.71	\$302,224.71

This is your notice for **UNITARY PROPERTY TAX** in Contra Costa County for the fiscal year 2020-2021, as reported by the State Board of Equalization. Pursuant to Section 2503.2 of the Revenue & Taxation Code, all taxpayers making single or aggregate tax payment(s) of FIFTY THOUSAND DOLLARS (\$50,000) or more are required to send payments via electronic funds transfer (EFT) or by wire. If you have any questions, call (925) 957-2828 between 9:00 a.m. and 4:00 p.m. or write to: CCC Tax Collector, ATTN. Danielle Goodbar, 625 Court Street Rm. 100, Martinez, CA 94553-1231.

(KEEP THE TOP PORTION FOR YOUR RECORDS)

ACCOUNT NUMBER: 2720	FISCAL YEAR: 2020 - 2021	ISSUE DATE: OCTOBER 26, 2020
-----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:

CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

Sprint Spectrum LP

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

2ND

INSTALLMENT

DUE BY
FEB. 1, 2021 **\$302,224.71**

DELINQUENT
AFTER 5:00 P.M. **\$332,467.18**
APR. 10, 2021
 (INCLUDES 10% PENALTY + \$20 COST)

TO PAY FULL TAX **\$604,449.42**
BY DEC. 10, 2020

ACCOUNT NUMBER: 2720	FISCAL YEAR: 2020 - 2021	ISSUE DATE: OCTOBER 26, 2020
-----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:

CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

Sprint Spectrum LP

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

1ST

INSTALLMENT

DUE BY
NOV. 1, 2020 **\$302,224.71**

DELINQUENT
AFTER 5:00 P.M. **\$332,447.18**
DEC. 10, 2020
 (INCLUDES 10% PENALTY)

TO ENSURE PROPER POSTING & CREDIT
OF PAYMENT, PLEASE SEND BACK
COUPONS ALONG WITH YOUR PAYMENTS.

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT. CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM.

SPRINT

P.O. Box 63670
Phoenix, AZ 85082-3670

Return Service Requested

Bank of America
Bank of America, N.A.
Atlanta, DeKalb County, Georgia

64.1278
611

No. 14450043

CHECK DATE
12/01/2020

CHECK AMOUNT
\$*****604,449.42

PAY

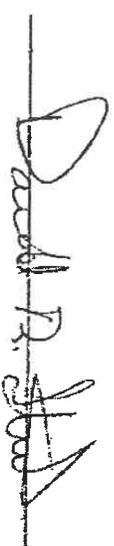
SIX HUNDRED FOUR THOUSAND FOUR HUNDRED FORTY-NINE DOLLARS AND 42 CENTS

-- 01 000004 95334 E 1 A727

COUNTY OF CONTRA COSTA CA
TAX COLLECTORS OFFICE
P O BOX 631
MARTINEZ, CA 94553-0063

VOID IF NOT CASHED WITHIN 180 DAYS

Authorized Signature



 Security features included. Details on back.



⑆ 14450043⑆ ⑆ 061112788⑆ 3299791352⑆

Endorse Here

X

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
Reserved for financial institution use

12/07/2020 00000205 FDO > 4945085850 <



The security features listed below, as well as those not listed, exceed industry guidelines.

Security Features:	Results of document alteration:
Security Parameters	• All security features are present
Microprint Security	• All microprint features are present
Security Features	• All security features are present
Artificial Watermark	• All artificial watermark features are present

CERTIFIED MAIL

T-Mobile



7018 0040 0000 3930 5257

T-Mobile USA, Inc.
6160 Sprint Pkwy, KSOPH0401-4OPTX, Overland Park, KS 66251

RECEIVED
JAN 31 2023
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

Contra Costa Clerk of Board
651 Pine Street, 1st Fl Room 106
Martinez, CA 94553



US POSTAGE
ZIP 66251 \$
02 4W
0000389241



Contra
Costa
County

To: Board of Supervisors
From: Thomas L. Geiger, Chief Assistant County Counsel
Date: February 28, 2023

Subject: Deny claims for unitary property taxes paid for tax year 2021/22

RECOMMENDATION(S):

DENY the claims filed by Pacific Bell, AT&T Corp, and AT&T Mobility LLC in the total amount of \$2,134,617.00, plus interest, in unitary property taxes paid for tax year 2021/22.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Pacific Bell, AT&T Corp, and AT&T Mobility LLC (collectively, "Claimants") have filed claims for refund of property taxes against the County and a number of other counties, essentially alleging that the statutory formula used to calculate their property tax rate violates the California Constitution.

In January 2023, Pacific Bell submitted a claim in the amount of \$1,239,369.00, AT&T Corp submitted a claim in the amount of \$47,963.00, and AT&T Mobility LLC submitted a claim in the amount of \$847,285.00. [The claims are provided in Attachments A-C.] The claims, in the collective amount of \$2,134,617.00, are for property taxes paid for tax year 2021/22. Claimants request interest on the requested refund amounts.

Some of these claimants have submitted refund claims for prior years based on the same allegation, which the County has denied. Other counties that have received similar refund claims from these claimants appear to have uniformly denied the claims. Santa Clara County recently prevailed before the Court of Appeal on the basis that the statutory tax rate imposed on property owned by these entities does not violate the California Constitution.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rebecca Hooley, Assistant County Counsel, (925) 655-2200

By: , Deputy

cc: Rebecca Hooley, Assistant County Counsel, Laura Strobel, County Administrator's Office, Robert Campbell, Auditor-Controller

BACKGROUND: (CONT'D)

ANALYSIS:

Under the California Constitution, certain property owned or used by utilities and telecommunication companies, among others, is annually assessed by the State Board of Equalization ("BOE"). (Cal. Const., article XIII, § 19.) The amount of such "unitary property" assessments attributed to the County by the BOE are then taxed by the County in accordance with a statutory formula. (See Rev. & Tax. Code, § 100.)

The Auditor-Controller uses the amount of unitary property assessments annually provided by the BOE to calculate the amount of taxes to be levied on these properties in accordance with a formula mandated by state law (Rev. & Tax. Code, § 100). Based on this formula, the unitary tax rate for 2021/22 is 1.8168%. The Auditor-Controller has confirmed that the rate was correctly calculated pursuant to the State law, and the Office of the State Controller has deemed it correct.

Claimants argue that they are entitled to a partial refund of taxes on the grounds that they were illegally levied because the formula used to calculate the rate is unconstitutional. However, the County is given no discretion on its calculation of the unitary tax rate; it is a mandated formula set by the State. A recent decision from the California Court of Appeals has affirmed the constitutionality of the rate. (*County of Santa Clara v. Sup. Ct.* (2023) 87 Cal.App.5th 347.) For these reasons, the claims should be denied.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to take the recommended action would result in interest continuing to accrue on a potential court-ordered refund of property taxes.

ATTACHMENTS

Attachment A - Claim of Pacific Bell

Attachment B - Claim of AT&T Corp

Attachment C - Claim of AT&T Mobility LLC

RECEIVED

JAN 30 2023

CLAIM FOR REFUND OF PROPERTY TAXES

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

To: Board of Supervisors, County of *CONTRA COSTA*, California.

The undersigned, as *AVP TAX* of *AT&T Services*, as delegated by the claimant herein, hereby makes this claim for refund of property tax on behalf of the claimant pursuant to Revenue and Taxation Code section 5097 and demands that the Board of Supervisors make its order directing the controller of said County to refund to claimant the sum of \$ 1,239,369 in taxes levied for the fiscal year 2021-22. In support of said claim, the undersigned states:

1. Claimant is and at all times herein mentioned was *Pacific Bell*, a corporation duly organized and existing under the laws of the State of California, with its principal place of business located at 430 Bush Street, San Francisco, San Francisco County, California.
2. For fiscal year 2021-22, the California State Board of Equalization assessed the value of claimant's unitary and nonoperating California property pursuant to its authority under Article XIII, section 19 of the California Constitution and section 721 of the Revenue and Taxation Code. Pursuant to its authority under Revenue and Taxation Code section 756, the California Board of Equalization transmitted a roll showing claimant's unitary and nonoperating property in *CONTRA COSTA* County. On the basis of said assessment and transmittal of said roll, taxes were levied on said property for said fiscal year in the sum of \$ 3,454,565 (Exhibit 1) and paid by claimant in full on or about *November 30, 2021* and *March 27, 2022* (Exhibit 2).
3. Claimant is entitled to a refund of a portion of said taxes in the amount of \$ 1,239,369, plus appropriate interest, on the grounds that said taxes were erroneously or illegally collected, or illegally assessed or levied, for the following reasons:
 - a. The property tax rate applied to compute claimant's property taxes was in excess of the rate applied in the same year to property in the county assessed by the assessor of *CONTRA COSTA* County, in violation of Article XIII, section 19 of the

California Constitution and *ITT World Communications v. City and County of San Francisco*, 37 Cal. 3d 859 (1985).

- b. The property tax rate applied to compute claimant's property taxes exceeded the rate allowed by Article XIII A, section 1 of the California Constitution.

4. No refund of said taxes, or any part thereof, has been previously made.

I declare under penalty of perjury that the foregoing is true and correct, and that I am authorized by claimant to make this claim for refund.

Dated: *December 16, 2022* at 208 S. Akard, Dallas, Texas

Name: Gary Hunter

Title: AVP TAX

Signature:

Gary F. Hunter



CONTRA COSTA COUNTY
RUSSELL V. WATTS, TREASURER-TAX COLLECTOR
UNITARY PROPERTY TAX
FISCAL YEAR JULY 1, 2021 TO JUNE 30, 2022

ASSESSED TO:

Pacific Bell Telephone Co.
AT&T Property Tax Group
1010 Pine, 9E-L-01
St. Louis, MO 63101

NOTICE DATE: **October 14, 2021**

ACCOUNT NUMBER: **279**

VALUATION			
Land	Improvements	Personal Property	Total Assessed Value
\$29,190,278	\$145,237,358	\$15,717,968	\$190,145,604
Assessed Value Tax Rate	Total Tax Due	First Installment	Second Installment
1.8168%	\$3,454,565.32	\$1,727,282.66	\$1,727,282.66

This is your notice for **UNITARY PROPERTY TAX** in Contra Costa County for the fiscal year 2021-2022, as reported by the State Board of Equalization. Pursuant to Section 2503.2 of the Revenue & Taxation Code, all taxpayers making single or aggregate tax payment(s) of FIFTY THOUSAND DOLLARS (\$50,000) or more are required to send payments via electronic funds transfer (EFT) or by wire. If you have any questions, call (925) 608-9512 between 9:00 a.m. and 4:00 p.m. or write to: CCC Tax Collector, ATTN: Marcela Perez, 625 Court Street Rm. 100, Martinez, CA 94553-1231.

(KEEP THE TOP PORTION FOR YOUR RECORDS)

ACCOUNT NUMBER: 279	FISCAL YEAR: 2021 – 2022	ISSUE DATE: OCTOBER 14, 2021
----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:
CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

DUE BY
FEB. 1, 2022 **\$1,727,282.66**

DELINQUENT
AFTER 5:00 P.M. **\$1,900,030.92**
APR. 10, 2022
 (INCLUDES 10% PENALTY + \$20 COST)

TO PAY FULL TAX **\$3,454,565.32**
BY DEC. 10, 2021

Pacific Bell Telephone Co.

2ND

INSTALLMENT

ACCOUNT NUMBER: 279	FISCAL YEAR: 2021 – 2022	ISSUE DATE: OCTOBER 14, 2021
----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:
CONTRA COSTA COUNTY
TAX COLLECTOR
 P. O. BOX 631
 MARTINEZ, CA 94553-0063

UNITARY
PROPERTY TAX BILL
 (THIS STUB MUST
 ACCOMPANY PAYMENT)

DUE BY
NOV. 1, 2021 **\$1,727,282.66**

DELINQUENT
AFTER 5:00 P.M. **\$1,900,010.92**
DEC. 10, 2021
 (INCLUDES 10% PENALTY)

TO ENSURE PROPER POSTING & CREDIT
OF PAYMENT, PLEASE SEND BACK
COUPONS ALONG WITH YOUR PAYMENTS.

Pacific Bell Telephone Co.

1ST

INSTALLMENT

CONTRA COSTA COUNTY CA >9T
 625 COURT STREET ROOM 100
 MARTINEZ, CA 94553

Payment #: 39097812
 Payment Date: 12/3/2021
 Payment Amount: \$1,833,832.97
 Payment Status: RECONCILED

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY CA >9T	205186ATT	03	PT66677-445535	12/2/2021	\$1,833,832.97	USD	\$0.00	\$1,833,832.97	39097812		CFAS

CONTRA COSTA COUNTY CA >9T
 625 COURT STREET ROOM 100
 MARTINEZ, CA 94553

Payment #: 39363747
 Payment Date: 4/1/2022
 Payment Amount: \$1,833,832.97
 Payment Status: RECONCILED

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY CA >9T	205186ATT	03	PT67508-464132	3/31/2022	\$1,833,832.97	USD	\$0.00	\$1,833,832.97	39363747		CFAS



AT&T Inc.
208 S. Akard St.
18th Floor
Dallas, TX 75202

CERTIFIED MAIL



7020 0640 0001 2794 9942



0000

U.S. POSTAGE PAID

SEGUIN, TX

78155-22

DEC 27

AMOUNT

\$8.93

R2305K135712-03

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553

RECEIVED

JAN 3 0 2023

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.



Gary Hunter
AVP TAX
AT&T Services, Inc.
208 S Akard St. 18th floor
Dallas, TX 75202-4206

Tel: 214-782-3738
Mob: 469-794-7194
Gh8190@att.com

December 16, 2022

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553



RE: Pacific Bell, AT&T Mobility LLC & AT&T Communications Property Tax Claims for Refund

Dear Clerk of the Board,

Enclosed are the Fiscal Year 2021/22 property tax claims for refund for Pacific Bell, AT&T Mobility and AT&T Communications for your review. Please feel free to let me know if you have any questions or need any additional information. I can be reached at (214) 782-3738 or by email at gh8190@att.com.

In advance, thank you for your attention to this matter.

Regards,

GH by DHP

Gary Hunter
AVP TAX

CLAIM FOR REFUND OF PROPERTY TAXES

RECEIVED

JAN 30 2023

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

To: Board of Supervisors, County of *CONTRA COSTA*, California.

The undersigned, as *AVP TAX* of *AT&T Services*, as delegated by the claimant herein, hereby makes this claim for refund of property tax on behalf of the claimant pursuant to Revenue and Taxation Code section 5097 and demands that the Board of Supervisors make its order directing the controller of said County to refund to claimant the sum of \$ 47,963 in taxes levied for the fiscal year 2021-22. In support of said claim, the undersigned states:

1. Claimant is and at all times herein mentioned was *AT&T Corp*, a corporation duly organized and existing under the laws of the State of New York, with its principal place of business located at One AT&T Way, Bedminster, Somerset County, New Jersey.
2. For fiscal year 2021-22, the California State Board of Equalization assessed the value of claimant's unitary and nonoperating California property pursuant to its authority under Article XIII, section 19 of the California Constitution and section 721 of the Revenue and Taxation Code. Pursuant to its authority under Revenue and Taxation Code section 756, the California Board of Equalization transmitted a roll showing claimant's unitary and nonoperating property in *CONTRA COSTA* County. On the basis of said assessment and transmittal of said roll, taxes were levied on said property for said fiscal year in the sum of \$ 133,690 (Exhibit 1) and paid by claimant in full on or about *December 1, 2021* and *April 4, 2022* (Exhibit 2).
3. Claimant is entitled to a refund of a portion of said taxes in the amount of \$ 47,963, plus appropriate interest, on the grounds that said taxes were erroneously or illegally collected, or illegally assessed or levied, for the following reasons:
 - a. The property tax rate applied to compute claimant's property taxes was in excess of the rate applied in the same year to property in the county assessed by the assessor of *CONTRA COSTA* County, in violation of Article XIII, section 19 of the

California Constitution and *ITT World Communications v. City and County of San Francisco*, 37 Cal. 3d 859 (1985).

- b. The property tax rate applied to compute claimant's property taxes exceeded the rate allowed by Article XIII A, section 1 of the California Constitution.

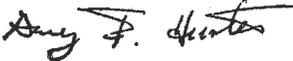
4. No refund of said taxes, or any part thereof, has been previously made.

I declare under penalty of perjury that the foregoing is true and correct, and that I am authorized by claimant to make this claim for refund.

Dated: *December 16, 2022* at 208 S. Akard, Dallas, Texas

Name: Gary Hunter

Title: AVP TAX

Signature: 



CONTRA COSTA COUNTY
RUSSELL V. WATTS, TREASURER-TAX COLLECTOR
UNITARY PROPERTY TAX
FISCAL YEAR JULY 1, 2021 TO JUNE 30, 2022

ASSESSED TO:

A T & T Communications
c/o Property Tax Department
1010 Pine St., 9E-E-05
St. Louis, MO 63101

NOTICE DATE: **October 14, 2021**

ACCOUNT NUMBER: **2310**

VALUATION			
Land	Improvements	Personal Property	Total Assessed Value
\$4,341,240	\$462,428	\$2,554,863	\$7,358,531
Assessed Value Tax Rate	Total Tax Due	First Installment	Second Installment
1.8168%	\$133,689.78	\$66,844.89	\$66,844.89

This is your notice for **UNITARY PROPERTY TAX** in Contra Costa County for the fiscal year 2021-2022, as reported by the State Board of Equalization. Pursuant to **Section 2503.2 of the Revenue & Taxation Code**, **all taxpayers making single or aggregate tax payment(s) of FIFTY THOUSAND DOLLARS (\$50,000) or more are required to send payments via electronic funds transfer (EFT) or by wire.** If you have any questions, call (925) 608-9512 between 9:00 a.m. and 4:00 p.m. or write to: CCC Tax Collector, ATTN: Marcela Perez, 625 Court Street Rm. 100, Martinez, CA 94553-1231.

CONTRA COSTA COUNTY TAX COLLECTOR
 PO BOX 631
 MARTINEZ, CA 94563

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY TAX COLLECTOR	10028315	0294553	PT66649-445485	11/30/2021	\$66,844.89	USD	\$0.00	\$66,844.89	2000001729		CFAS

Payment #: 2000001729
 Payment Date: 12/1/2021
 Payment Amount: \$66,844.89
 Payment Status: RECONCILED

CONTRA COSTA COUNTY TAX COLLECTOR
 PO BOX 631
 MARTINEZ, CA 94563

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY TAX COLLECTOR	10028315	0294553	PT67518-464334	4/1/2022	\$66,844.89	USD	\$0.00	\$66,844.89	2000018312		CFAS

Payment #: 2000018312
 Payment Date: 4/4/2022
 Payment Amount: \$66,844.89
 Payment Status: RECONCILED



Gary Hunter
AVP TAX
AT&T Services, Inc.
208 S Akard St. 18th floor
Dallas, TX 75202-4206

Tel: 214-782-3738
Mob: 469-794-7194
Gh8190@att.com

December 16, 2022

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553



RE: Pacific Bell, AT&T Mobility LLC & AT&T Communications Property Tax Claims for Refund

Dear Clerk of the Board,

Enclosed are the Fiscal Year 2021/22 property tax claims for refund for Pacific Bell, AT&T Mobility and AT&T Communications for your review. please feel free to let me know if you have any questions or need any additional information. I can be reached at (214) 782-3738 or by email at gh8190@att.com.

In advance, thank you for your attention to this matter.

Regards,

GH by DHP

Gary Hunter
AVP TAX



AT&T Inc.
208 S. Akard St.
18th Floor
Dallas, TX 75202

CERTIFIED MAIL



7020 0640 0001 2794 9942

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553

RECEIVED
JAN 3 0 2023
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.



U.S. POSTAGE PAID
SEGUIN, TX
DEC 27 2021
AMOUNT
\$8.93
R2305K135712-03

RECEIVED

JAN 30 2023

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

CLAIM FOR REFUND OF PROPERTY TAXES

To: Board of Supervisors, County of *CONTRA COSTA*, California.

The undersigned, as *AVP TAX of AT&T Services*, as delegated by the claimant herein, hereby makes this claim for refund of property tax on behalf of the claimant pursuant to Revenue and Taxation Code section 5097 and demands that the Board of Supervisors make its order directing the controller of said County to refund to claimant the sum of \$ 847,285 in taxes levied for the fiscal year 2021-22. In support of said claim, the undersigned states:

1. Claimant is and at all times herein mentioned was *AT&T Mobility LLC*, a limited liability company duly organized and existing under the laws of the State of Delaware, with its principal place of business located at 1025 Lenox Park Blvd NE, Atlanta, Fulton County, Georgia.
2. For fiscal year 2021-22, the California State Board of Equalization assessed the value of claimant's unitary and nonoperating California property pursuant to its authority under Article XIII, section 19 of the California Constitution and section 721 of the Revenue and Taxation Code. Pursuant to its authority under Revenue and Taxation Code section 756, the California Board of Equalization transmitted a roll showing claimant's unitary and nonoperating property in *CONTRA COSTA* County. On the basis of said assessment and transmittal of said roll, taxes were levied on said property for said fiscal year in the sum of \$ 2,361,686 (Exhibit 1) and paid by claimant in full on or about *December 3, 2021* and *April 1, 2022* (Exhibit 2).
3. Claimant is entitled to a refund of a portion of said taxes in the amount of \$ 847,285, plus appropriate interest, on the grounds that said taxes were erroneously or illegally collected, or illegally assessed or levied, for the following reasons:
 - a. The property tax rate applied to compute claimant's property taxes was in excess of the rate applied in the same year to property in the county assessed by the assessor of *CONTRA*

COSTA County, in violation of Article XIII, section 19 of the California Constitution and *ITT World Communications v. City and County of San Francisco*, 37 Cal. 3d 859 (1985).

- b. The property tax rate applied to compute claimant's property taxes exceeded the rate allowed by Article XIII A, section 1 of the California Constitution.**

- 4. No refund of said taxes, or any part thereof, has been previously made.**

I declare under penalty of perjury that the foregoing is true and correct, and that I am authorized by claimant to make this claim for refund.

Dated: *December 16, 2022* at 208 S. Akard, Dallas, Texas

Name: Gary Hunter

Title: AVP TAX

Signature:

Gary F. Hunter



CONTRA COSTA COUNTY

RUSSELL V. WATTS, TREASURER-TAX COLLECTOR

UNITARY PROPERTY TAX

FISCAL YEAR JULY 1, 2021 TO JUNE 30, 2022

ASSESSED TO:

**AT&T Mobility LLC
c/o Property Tax Dept.
1010 Pine St., 9E-L-01
St. Louis, MO 63101**

NOTICE DATE: **October 14, 2021**

ACCOUNT NUMBER: **2606**

VALUATION			
Land	Improvements	Personal Property	Total Assessed Value
\$5,280,394	\$26,936,321	\$97,774,822	\$129,991,537
Assessed Value Tax Rate	Total Tax Due	First Installment	Second Installment
1.8168%	\$2,361,686.24	\$1,180,843.12	\$1,180,843.12

This is your notice for **UNITARY PROPERTY TAX** in Contra Costa County for the fiscal year 2021-2022, as reported by the State Board of Equalization. Pursuant to Section 2503.2 of the Revenue & Taxation Code, all taxpayers making single or aggregate tax payment(s) of FIFTY THOUSAND DOLLARS (\$50,000) or more are required to send payments via electronic funds transfer (EFT) or by wire. If you have any questions, call (925) 608-9512 between 9:00 a.m. and 4:00 p.m. or write to: CCC Tax Collector, ATTN: Marcela Perez, 625 Court Street Rm. 100, Martinez, CA 94553-1231.

(KEEP THE TOP PORTION FOR YOUR RECORDS)

ACCOUNT NUMBER: 2606	FISCAL YEAR: 2021 - 2022	ISSUE DATE: OCTOBER 14, 2021
-----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:

**CONTRA COSTA COUNTY
TAX COLLECTOR
P. O. BOX 631
MARTINEZ, CA 94553-0063**

**UNITARY
PROPERTY TAX BILL
(THIS STUB MUST
ACCOMPANY PAYMENT)**

**DUE BY
FEB. 1, 2022** **\$1,180,843.12**

**DELINQUENT
AFTER 5:00 P.M.
APR. 10, 2022
(INCLUDES 10% PENALTY + \$20 COST)** **\$1,298,947.43**

**TO PAY FULL TAX
BY DEC. 10, 2021** **\$2,361,686.24**

AT&T Mobility LLC

2ND

INSTALLMENT

ACCOUNT NUMBER: 2606	FISCAL YEAR: 2021 - 2022	ISSUE DATE: OCTOBER 14, 2021
-----------------------------	---------------------------------	-------------------------------------

MAKE CHECK PAYABLE TO:

**CONTRA COSTA COUNTY
TAX COLLECTOR
P. O. BOX 631
MARTINEZ, CA 94553-0063**

**UNITARY
PROPERTY TAX BILL
(THIS STUB MUST
ACCOMPANY PAYMENT)**

**DUE BY
NOV. 1, 2021** **\$1,180,843.12**

**DELINQUENT
AFTER 5:00 P.M.
DEC. 10, 2021
(INCLUDES 10% PENALTY)** **\$1,298,927.43**

**TO ENSURE PROPER POSTING & CREDIT
OF PAYMENT, PLEASE SEND BACK
COUPONS ALONG WITH YOUR PAYMENTS.**

AT&T Mobility LLC

1ST

INSTALLMENT

CONTRA COSTA COUNTY CA.>9T
 625 COURT STREET ROOM 100
 MARTINEZ, CA 94553

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY CA.>9T	205186ATT	03	PT66874-443688	12/2/2021	\$1,180,843.12	USD	\$0.00	\$1,180,843.12	39097319		CFAS

Payment #: 39087819
 Payment Date: 12/3/2021
 Payment Amount: \$1,180,843.12
 Payment Status: RECONCILED

CONTRA COSTA COUNTY CA.>9T
 625 COURT STREET ROOM 100
 MARTINEZ, CA 94553

Supplier Name	Supplier Number	Site Code	Invoice Number	Invoice Date	Invoice Amount	Currency Code	Discount Taken	Invoice Amount Paid	Cleared Payment	Description	AP System
CONTRA COSTA COUNTY CA.>9T	205186ATT	03	PT67509-464418	3/31/2022	\$1,180,843.12	USD	\$0.00	\$1,180,843.12	39363748		CFAS

Payment #: 39363748
 Payment Date: 4/1/2022
 Payment Amount: \$1,180,843.12
 Payment Status: RECONCILED



AT&T Inc.
208 S. Akard St.
18th Floor
Dallas, TX 75202

CERTIFIED MAIL



7020 0640 0001 2794 9942



0000

U.S. POSTAGE PAID

SEGUIN, TX

78155

DEC 27 22

AMOUNT

\$8.93

R2305K135712-03

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553

RECEIVED

JAN 3 0 2023

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.



Gary Hunter
AVP TAX
AT&T Services, Inc.
208 S Akard St. 18th floor
Dallas, TX 75202-4206

Tel: 214-782-3738
Mob: 469-794-7194
Gh8190@att.com

December 16, 2022

Contra Costa Clerk of the Board
651 Pine Street,
1st Floor, Room 106,
Martinez, CA 94553



RE: Pacific Bell, AT&T Mobility LLC & AT&T Communications Property Tax Claims for Refund

Dear Clerk of the Board,

Enclosed are the Fiscal Year 2021/22 property tax claims for refund for Pacific Bell, AT&T Mobility and AT&T Communications for your review. please feel free to let me know if you have any questions or need any additional information. I can be reached at (214) 782-3738 or by email at gh8190@att.com.

In advance, thank you for your attention to this matter.

Regards,

GH by DHP

Gary Hunter
AVP TAX



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: claims

RECOMMENDATION(S):

DENY the claims filed by Robert Amatrone (3), Jordan M. Burton, CenturyLink Communications LLC (Lumen Technologies, Inc.), Luther Jacobs, Omar Ubaldo Martin, Gordon Miyauchi and Angelina Pineda. DENY a late filed by Chung Jin Park.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Robert Amatrone (1): Personal injury claim for exposure to COVID during jail work shift in the amount of \$103,000.
Robert Amatrone (2): Personal injury claim for exposure to COVID during transport to jail in the amount of \$103,000.
Robert Amatrone (3): Personal injury claim for exposure to COVID from jail deputies in the amount of \$103,000.
Jordan M. Burton: Personal injury claim for injuries sustained in physical assault at a high school in the amount of \$5,000,000.
CenturyLink Communications LLC (Lumen Technologies, Inc.): Claim for refund of property taxes in the amount of \$38,675.48.
Luther Jacobs: Property claim for damage to vehicle in the amount of \$2,701.
Omar

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Risk Management

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Ubaldo Martin: Property claim for damage to vehicle in the amount of \$2,203.18.

Gordon Miyauchi: Property claim for damage to vehicle in the amount of \$1,781.26.

Angelina Pineda: Property claim for damage to vehicle in the amount of \$523.07.

Chung Jin Park: Application to file a late claim concerning fire district assessment.

\

CONSEQUENCE OF NEGATIVE ACTION:

Not acting on the claims could extend the claimants' time limits to file actions against the County.



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: ACCEPT Board members meeting reports for January 2023

RECOMMENDATION(S):

ACCEPT Board members meeting reports for January 2023.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Government Code section 53232.3(d) requires that members of legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging ex cetera). The attached reports were submitted by the Board of Supervisors members in satisfaction of this requirement. District I and V have nothing to report.

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors will not be in compliance with Government Code 53232.3(d).

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: Joellen Bergamini 925.655.2000

By: , Deputy

cc:

ATTACHMENTS

District II January 2023 Report

District III January 2023 Report

District IV January 2023 Report

Supervisor Candace Andersen, District 2 – AB1234 Monthly Meeting Report *January 2023*

Date	Meeting Name	Location
5	MP & L	Zoom Meeting
9	TVTC	Zoom meeting
10	Board of Supervisors	Martinez/Richmond
11	CCCERA	Zoom Meeting
11	LAFCO	Zoom meeting
12	EBEDA	Zoom meeting
12	LAVTA	Zoom meeting
12	ABAG	Zoom meeting
16	MLK Event	San Ramon
17	Board of Supervisors	Martinez
17	Traffix	Zoom meeting
18	NACO Community Conversation	Zoom meeting
19	Co Connection	Zoom meeting
19	ABAG	Zoom meeting
22	Lunar New Yr	San Ramon
23	Lafayette Liaison	Zoom meeting
23	Town of Danville open house	Town offices
23	TVTC	Zoom meeting
24	BOS Retreat	San Pablo
25	CCCERA	Zoom meeting
26	Recycle Smart	Zoom meeting
30	Reimaging Youth Justice	Zoom meeting
30	SWAT	Zoom meeting
31	Familiar Faces	Zoom meeting

Supervisor Diane Burgis - January 2023 AB1234 Report

(Government Code Section 53232.3(d) requires that members legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging, etc)).

Date	Meeting Name	Location	Purpose
5-Jan	Delta Protection Commission, Bruce Blodgett	Web Meeting	Meeting
5-Jan	Delta Stewardship Council - Orientation*	Web Meeting	Orientation
6-Jan	Family Justice Center	Web Meeting	Meeting
9-Jan	Housing and Homeless Services, Christy Saxton	Web Meeting	Meeting
9-Jan	Tri-Delta Transit District 3 Appointment	Call	Meeting
9-Jan	Board of Supervisors Reorganization Meeting	Martinez	Meeting
9-Jan	Board of Supervisors Reorganization Lunch	Richmond	Meeting
11-Jan	Delta Stewardship Council - Swearing In*	Web Meeting	Swearing In
11-Jan	Annual Meeting with Public Works, Brian Balbas	Web Meeting	Meeting
11-Jan	Meeting with County Administrator, Monica Nino	Web Meeting	Meeting
12-Jan	Delta Stewardship Council - Briefing*	Web Meeting	Briefing
12-Jan	Regional Network Management Business Case Progress	Web Meeting	Meeting
12-Jan	TRANSPLAN	Antioch	Meeting
13-Jan	Creekside Bridge Dedication to Mike Carlson	Oakley	Community Outreach
13-Jan	Meeting w/Ryan Hernandez - Re: Delta	Web Meeting	Meeting
13-Jan	Meeting w/Stephen Siproth	Web Meeting	Meeting
17-Jan	Board of Supervisors Meeting	Martinez	Meeting
17-Jan	Contra Costa County Fire Protection District	Martinez	Meeting
18-Jan	Veterans Services Director Interviews	Martinez	Meeting
18-Jan	Meeting w/Ryan Hernandez - Re: Delta	Martinez	Meeting
18-Jan	Delta Stewardship Council - DLIS Briefing*	Web Meeting	Briefing
19-Jan	Meeting w/Ryan Hernandez - Re: Delta	Web Meeting	Meeting
19-Jan	Delta Protection Commission	West Sacramento	Meeting
20-Jan	Meeting with Paul Schlesinger & Lara Delaney	Web Meeting	Meeting
20-Jan	Meeting with Eric Suitos; Re: Delta	Web Meeting	Meeting
23-Jan	Briefing with Jessica Pearson, DSC*	Call	Briefing
24-Jan	Board of Supervisors Meeting - Retreat	Martinez	Meeting
25-Jan	Delta Conservancy Board Meeting	Web Meeting	Meeting
26-Jan	Delta Stewardship Council Meeting*	Web Meeting	Meeting
26-Jan	Meeting with County Administrator, Monica Nino	Web Meeting	Meeting
27-Jan	Delta Counties Coalition	Call	Meeting
27-Jan	SJIPA Board Meeting	Web Meeting	Meeting

* Reimbursement may come from an agency other than Contra Costa County

Supervisor Ken Carlson - January 2023 AB1234 R

(Government Code Section 53232.3(d) requires that members legislative attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
5-Jan	Meeting with County Staff	Martinez
8-Jan	Janet Abelson, Retirement Reception	El Cerrito
9-Jan	Meeting with Department of Conservation and Development Director, John Kopchik	Martinez
10-Jan	Board of Supervisors Meeting	Martinez
10-Jan	Board of Supervisors Reorganization Luncheon	Richmond
12-Jan	Refinery Managers Meeting	Martinez
17-Jan	Board of Supervisors Meeting	Martinez
20-Jan	Meeting with Contra Costa County Finance Director, Adam Nguyen	Martinez
21-Jan	Contra Costa Association of Realtors Inaugural Dinner	Danville
23-Jan	Meeting with Department of Information Technology	Martinez
23-Jan	Meeting with County Administrator, Monica Nino	Martinez
23-Jan	Tour of Mt. Diablo Resource Center	Pittsburg
24-Jan	Board of Supervisors Retreat	San Pablo
26-Jan	Meeting with Contra Costa Health Services	Martinez
30-Jan	Meeting with Chief Probation Officer, Esa Ehmen-Krause	Martinez

* Reimbursement may come from an agency other than Contra Costa County

Report
bodies report on meetings
meals, lodging, etc).

Purpose

Orientation

Community Outreach

Meeting

Decision on Agenda Items

Community Outreach

Meeting

Decision on Agenda Items

Orientation

Community Outreach

Orientation

Monthly Briefing

Tour and Orientation

Board Retreat

Health Services Overview

Tour of Juvenile Hall



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Proclaiming March 2023 as Women's History Month

RECOMMENDATION(S):

ADOPT Resolution No. 2023/48 proclaiming March 2023 as Women's History Month and every March thereafter, as recommended by the Contra Costa County Commission for Women and Girls.

FISCAL IMPACT:

None.

BACKGROUND:

The Contra Costa County Commission for Women and Girls has requested that a Resolution recognizing March 2023 and every March thereafter as Women's History Month be adopted by the Contra Costa County Board of Supervisors.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: L. DeLaney, (925) 655-2057

By: , Deputy

cc:

ATTACHMENTS

Resolution
2023/48

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2023/48

Proclaiming March 2023 as Women's History Month and Every March Thereafter

Whereas, women of every race, class, and ethnic background have made historic contributions to the growth and strength of Contra Costa County in countless recorded and unrecorded ways; and Whereas, women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the County by constituting a significant portion of the labor force working inside and outside of the home; and Whereas, women have played a unique role throughout the history of the County acting as a large part of the volunteer labor force of the County; and Whereas, women were particularly important in the establishment of charitable, philanthropic, and cultural institutions in our County; and Whereas, Contra Costa women of every race, class, and ethnic background served as leaders in the forefront of many major progressive social change movements; and Whereas, Contra Costa women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, the social justice movement, and the peace movement, which create a more fair and just society for all; and

Now, therefore, be it resolved that the Contra Costa County Board of Supervisors hereby proclaims March 2023 and every March thereafter as Women's History Month.

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: L. DeLaney, (925) 655-2057

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: February 28, 2023

Subject: Declaring February 28, 2023 Rare Disease Day in Contra Costa County

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Robert Rogers, 510.942.2224

By: , Deputy

cc:

ATTACHMENTS

Resolution
2023/50

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

**In the matter of:
Declaring February 28, 2023 Rare Disease Day in Contra Costa County**

Resolution No. 2023/50

Whereas, there are nearly 7,000 diseases and conditions considered rare (each affecting fewer than 200,000 Americans) in the United States, according to the National Institutes of Health (NIH);

Whereas, while each of these diseases may affect small numbers of people, rare diseases as a group affect almost 30 million Americans;

Whereas, many rare diseases are serious and debilitating conditions that have a significant impact on the lives of those affected;

Whereas, while more than 450 drugs and biologics have been approved for the treatment of rare diseases according to the Food and Drug Administration (FDA), millions of Americans still have rare diseases for which there is no approved treatment;

Whereas, individuals and families affected by rare diseases often experience problems such as diagnosis delay, difficulty finding a medical expert, and lack of access to treatments or ancillary services;

Whereas, while the public is familiar with some rare diseases such as “Lou Gehrig’s disease” and sympathetic to those affected, many patients and families affected by less widely known rare diseases like Kennedy's Disease, bear a large share of the burden of funding research and raising public awareness to support the search for treatments;

Whereas, thousands of residents of Contra Costa County are among those affected by rare diseases since nearly one in 10 Americans have rare diseases;

Whereas, the National Organization for Rare Disorders (NORD) is organizing a nationwide observance of Rare Disease Day on February 28, 2023;

Whereas, thousands of patients and caregivers, medical professionals, researchers, companies developing orphan products to treat people with rare diseases, and others in the City of Richmond and the County of Contra Costa, will participate in that observance;

That the last day of February 2023, will be observed as Rare Disease Day in the County of Contra Costa.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: February 28, 2023

Subject: Recognizing Michael Lim on his retirement and for 25 years of service to Contra Costa County

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Danielle Clark, 925-608-4075

By: , Deputy

cc:

ATTACHMENTS

Resolution
2023/55

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

In the matter of:

Resolution No. 2023/55

In the matter of recognizing the contributions of Michael Lim on his retirement and 25 years of service to Contra Costa County

WHEREAS, Michael Lim began his career with Contra Costa County on June 9, 1997 as a Computer Operator Trainee for the Department of Information Technology; and has worked and progressed throughout his career as a Computer Operator, Computer Operator II, Computer Operator III, Information Systems Specialist II, Information Systems Tech II, and temporarily as a Network Analyst II; and WHEREAS, Michael answered phone calls and has been “the voice” of DOIT Help Desk creating tickets and assisting County customers from 2003 up until 2020; and WHEREAS, Michael was responsible for setting up and monitoring the Granicus sessions during Board of Supervisors meetings; and WHEREAS, Michael has contributed to work on Lotus Notes, Microsoft Exchange, Office 365 e-mail, an employee who is always willing to assist whenever needed, and consistently be relied upon; and WHEREAS, Michael configured routers, switches, access point, wireless controllers and firewalls; and WHEREAS, Michael collaborated with law enforcement agencies to upgrade and configure devices on the All County Criminal Justice Information Network (ACCJIN) to move off of legacy equipment; and WHEREAS, Michael setup network visibility monitoring providing alerts and notifications to DOIT teams and customers Countywide; and WHEREAS, Michael led the replacement of a key Telecom router in the DOIT Data Center which streamlined testing at the remote sites during test and turn-up; and WHEREAS, Michael configured functionality to extend the County Elections network in support of elections/voting and registration; and WHEREAS, Michael administered the scope of Internet Protocol (IP) addresses that facilitated new site functionality in support of Public Works (General Services) badge reader system; and WHEREAS, Michael managed mainframe IDs in support of Law Justice Information System (*LJIS*) NOW, THEREFORE, IT IS RESOLVED, that the Board of Supervisors does hereby recognize and honor Michael Lim on his retirement and for his 25 years of dedicated service to Contra Costa County and for the high quality of work performed by him during his career. Passed and adopted on February 28, 2023 by a unanimous vote of the Board of Supervisors of the County of Contra Costa.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Alison McKee, County Librarian
Date: February 28, 2023

Subject: Honoring the Dean and Margaret Leshar Foundation

RECOMMENDATION(S):

ADOPT Resolution No. 2023/52 thanking the Dean and Margaret Leshar Foundation for their fifteen years of support of library services to youths at the Orin Allen Youth Rehabilitation Facility, as recommended by the County Librarian.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Walt Beveridge 925-608-7730

By: , Deputy

cc:

ATTACHMENTS

Resolution

2023/52

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

In the matter of:

Resolution No. 2023/52

Honoring the Dean and Margaret Leshar Foundation for Their Contributions to the Leshar Library at the Orin Allen Youth Rehabilitation Facility for the past 15 years.

WHEREAS, the Dean and Margaret Leshar Foundation contributed \$70,000 in 2007 to establish a library at the Orin Allen Youth Rehabilitation Facility in Byron, and

WHEREAS, the Dean and Margaret Leshar Library opened at the Orin Allen Youth Rehabilitation Facility with over 4500 books in September 2008, and

WHEREAS, the Dean and Margaret Leshar Foundation enhanced library services for the residents of the Orin Allen Youth Rehabilitation Facility through grant allocations of \$115,000 for the Leshar Library over the past fifteen years, and

WHEREAS, the purchase of new, current titles selected each month with input from the residents at the Orin Allen Youth Rehabilitation Facility ensured that the residents received a continuous influx of new and relevant reading materials, so that the collection reflected their life experiences, and

WHEREAS, the Orin Allen Youth Rehabilitation Facility Leshar Library meets the community outcome of Children Ready for and Succeeding in School and Children and Youth Healthy and Preparing for Productive Adulthood, and

WHEREAS, the Dean Margaret Leshar Foundation and their generous donations of books encouraged the joy of reading and sparked an innate curiosity for the residents of the Orin Allen Youth Rehabilitation Facility through positive experiences with books and reading, and

WHEREAS, the Dean and Margaret Leshar Foundation provided opportunities for lifelong learning to the residents of the Orin Allen Youth Rehabilitation Facility through the generosity of their annual donations to the Leshar Library so that residents enjoyed reading for pleasure, saw their lives reflected in books, and shared their joys and experiences with library staff, and

WHEREAS, the Dean and Margaret Leshar Foundation will continue to support the Juvenile Hall Library now that the Leshar Library is closed due to the closing by the County of the Orin Allen Youth Rehabilitation Facility;

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors does hereby recognize and thank the Dean and Margaret Leshar Foundation for their fifteen years of generous service to the youth of Contra Costa County.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: February 28, 2023

Subject: Proclaim February 24th, 2023 Day of Ukrainian Solidarity

RECOMMENDATION(S):

Proclaim February 24th, 2023 as Day of Ukrainian Solidarity- See attached resolution.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sonia Bustamante

By: , Deputy

cc:

ATTACHMENTS

Resolution

2023/56

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

In the matter of:

Resolution No. 2023/56

Proclaim February 24th, 2023 as Day of Ukranian Solidarity

WHEREAS the 24th of February marks the one-year anniversary of the Russian Federation's and Vladimir Putin's illegal invasion and occupation of Ukraine, and

WHEREAS the Russian Government, as the aggressor, has committed gross violations of human rights and war crimes against the Ukrainian people, and

WHEREAS Contra Costa County Supervisors stand in solidarity with the democratic nation-state and peaceful people of Ukraine, and

Contra Costa County Board of Supervisors honors the Ukrainian people and their indomitable spirit of courage and resilience in the face of unjust aggression and urges all to observe this day with appropriate ceremonies and activities to demonstrate their support to Ukraine and its people.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: February 28, 2023

Subject: American Heart Month

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Teresa Gerringer, 925.655.2330

By: , Deputy

cc:

ATTACHMENTS

Resolution
2023/66

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

In the matter of:

Resolution No. 2023/66

Recognizing the American Heart Association, Contra Costa Health Emergency Medical Services Agency, the Cardiology Centers at John Muir Health, Kaiser Permanente, San Ramon Regional Medical Center, and Sutter Delta Medical Center during American Heart Month.

WHEREAS, the month of February has been proclaimed by the President as “American Heart Month”; and
WHEREAS, approximately every 40 seconds, an American will have a heart attack, and heart disease remains the No. 1 cause of death in the U.S., surpassing all forms of cancer and chronic lower respiratory disease combined; and

WHEREAS, in 2020 over 383,000 Americans died from coronary heart disease; and

WHEREAS, over 90% of those suffering sudden cardiac arrest die before reaching the hospital; and

WHEREAS, chances of survival are increased dramatically if cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) resources are

available and utilized within the first three to seven minutes after sudden cardiac arrest; and

WHEREAS, the goal of American Heart Month is to raise awareness of heart disease, prevention, and treatment; and

WHEREAS, it is appropriate to increase awareness of how to prevent cardiovascular disease and the appropriate intervention should an individual suffer from cardiovascular disease; and

WHEREAS, it is appropriate to increase awareness of the value of CPR training and encourage placement of AEDs in public places; and

WHEREAS, the American Heart Association and the Contra Costa County

Emergency Medical Services Agency advocate and are committed to strengthening the “Chain of Survival,” which represents the five crucial links of the emergency treatment of sudden cardiac arrest - Early Access to Care, Early CPR, Early

Defibrillation, Effective Advanced Life Support and Integrated Post Cardiac Arrest Care; and

WHEREAS, Contra Costa County supports widespread CPR training, and public access defibrillation (PAD) and HeartSafe Community programs; and

WHEREAS, Contra Costa County communities are working to make where their citizens live, work, shop and play HeartSafe; and

WHEREAS, The American Heart Association (AHA) funds cardiovascular medical research, educates consumers on healthy living and fosters appropriate cardiac care; and

WHEREAS, the Cardiology Centers at John Muir Health, Kaiser Permanente, San Ramon Medical Center, and Sutter Delta Medical Center are often the first line of defense in diagnosing and treating cardiovascular conditions, providing life-saving services to patients in Contra Costa County and beyond:

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors recognizes the American Heart Association, Contra Costa Health Emergency Medical Services Agency, the Cardiology Centers at John Muir Health, Kaiser Permanente, San Ramon Regional Medical Center, and Sutter Delta Medical Center for helping to raise awareness of heart disease, prevention and treatment, and encourages all residents of Contra Costa County to learn the risks of cardiovascular disease, to stay fit through exercise and good nutrition, to know the signs of Stroke, Heart Attack and Sudden Cardiac Arrest, to learn critical lifesaving skills such as CPR and AED use, to call 9-1-1, to Act in Time when a cardiovascular emergency occurs and encouraging each community to become a HeartSafe Community.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy

Contra
Costa
County



To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: February 28, 2023

Subject: DECLARING FEBRUARY 2023 AS BLACK HISTORY MONTH

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: 5109320415

By: , Deputy

cc:

ATTACHMENTS

Resolution
2023/68

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

In the matter of:

Resolution No. 2023/68

DECLARING FEBRUARY 2023 AS BLACK HISTORY MONTH IN CONTRA COSTA COUNTY

Whereas, in 1915 Carter G. Woodson began promoting the centrality of Black history and popularizing its study and dissemination, and in 1926 declared the second week of February as “Negro History Week,” sponsored by the Association for the Study of Negro Life and History;

Whereas, Woodson chose February, the birth month of both Abraham Lincoln and Frederick Douglass, to highlight that history is made by people not persons, that historical advancement is a collective achievement, not an individual triumph;

Whereas, the celebration that Woodson pioneered configured Black history as American history and endeavored to incorporate its instruction into educational curriculum as well as the public consciousness;

Whereas, in the early 1940s, African Americans in West Virginia began to celebrate February as Black History Month, but it was not until 1976 that it was officially recognized as such by sitting U.S. President Gerald Ford;

Whereas, since then, Black History Month is guided by a yearly theme, which for 2023 is “Black Resistance”;

Whereas, African Americans have been both democracy’s heroes and victims and have consistently championed the ideals of liberation, justice, and equality while exposing our nation’s legacies of enslavement, injustice, and oppression;

Whereas, Contra Costa County has benefited and continues to benefit from the contributions of its African American residents in myriad industries and areas, and have strengthened our region and uplifted our community;

Whereas, we acknowledge that African Americans have experienced a disproportionate degree of harm and discrimination as a result of systemic, structural, and institutional racism, and we commit to addressing the outcomes and root causes of these forces through meaningful dialogue, action, and accountability; and

Whereas, Black History encompasses centuries of struggle, resistance, accomplishments, and contributions, which we commemorate and celebrate through this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors hereby adopts this resolution to recognize February 2023 as Black History Month and uplift equity and justice in our county.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KEN CARLSON

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: February 28, 2023

Monica Nino, County Administrator

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: Economic Opportunity Council Resignation and Declare Vacancy

RECOMMENDATION(S):

ACCEPT the resignation of Brendan Foley, DECLARE a vacancy in Private/Non-Profit Seat Number 2 on the Economic Opportunity Council, and DIRECT the Clerk of the Board to post the vacancy as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

Accept the resignation of Brendan Foley. Mr. Foley was originally appointed to the Economic Opportunity Council (EOC) on February 9, 2021 (C.12) with a term ending on June 30, 2023. The duties and responsibilities of the Economic Opportunity Council (EOC) include: reviewing fiscal and programmatic reports submitted by Community Services Bureau (CSB) staff; reviewing performance of Community Services Block Grant (CSBG) contractors and the Weatherization program services; selecting EOC officers and appointing members to committees; making recommendations to the County Board of Supervisors on all proposals and budgets related to Community Services Block Grant and Weatherization programs; and requiring and receiving budget and other reports prepared by CSB staff along with the CSBG Annual Report and EOC Annual Report.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: V. Kaplan, (925) 608-5052

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Economic Opportunity Council may be unable to fill the vacancy and conduct routine business.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: February 28, 2023

Subject: APPOINTMENT TO THE ALAMO POLICE SERVICES ADVISORY COMMITTEE

RECOMMENDATION(S):

REAPPOINT Karen McPherson, Alamo, to the Appointee 4 Seat on the Alamo Police Services Advisory Committee (CSA P-2B) for a term ending December 31, 2024, and REASSIGN Robert Brannan from Seat 9 to Seat 5, with no change in the term ending date, as recommended by Supervisor Andersen.

FISCAL IMPACT:

NONE

BACKGROUND:

Established on November 18, 1969, by Board Resolution 69/765, the purpose of the County Service Area P-2B Citizens Advisory Committee is to advise the Board of Supervisors and the Sheriff's Department on the needs of the Alamo community for extended police services which shall include, but not be limited to, enforcement of the State Vehicle Code, crime prevention, and litter control. On March 19, 2013, the Board of Supervisors approved a Board Order that retitled the County Service Area P-2B Citizens Advisory Committee to the "Alamo Police Services Advisory Committee". Alamo Police Services Advisory

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jill Ray, 925-655-2300

By: , Deputy

cc: District 2 Supervisor, Maddy Book, APSAC, Appointee,

BACKGROUND: (CONT'D)

Committee is comprised of nine regular members and two alternates who each serve a two year term.

Supervisor Andersen has been advertising the seats, recieved an application from Ms. McPherson, who requested reappointment. Supervisor Andersen met with the applicant and wishes to reappoint. There is a proposed reduction in the number of seats on the APSAC, therefore reassigning Mr. Brannan to Seat 5 will allow the seat numbers to remain in order.

CONSEQUENCE OF NEGATIVE ACTION:

One seat will remain vacant, the other appointee will remain in a seat that is proposed to be removed.

CHILDREN'S IMPACT STATEMENT:

NONE



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Declare Vacancy on the Hazardous Materials Commission

RECOMMENDATION(S):

DECLARE vacant the Hazardous Materials Commission Environmental Justice Representative Alternate Seat previously held by Heather Youngs and the City Seat 3 previously held by Ken Carlson; and DIRECT the Clerk of the Board to post the vacancies, as recommended by the Health Services Director.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The Hazardous Materials Commission was established in 1986 to advise the Board of Supervisors, County staff and the mayor's council members, and staffs of the cities within the County, on issues related to the development, approval and administration of the County Hazardous Waste Management Plan. Specifically, the Board of Supervisors charged the Commission with drafting a hazardous materials storage and transportation plan and ordinance, coordinating the implementation of the hazardous materials release response plan and inventory program, and to analyze and develop recommendations regarding hazardous materials issues with consideration to broad public input, and report back to the Board on Board referrals.

The bylaws of the Commission provide for (1) environmental justice representative, being a layperson from a community that is highly impacted and burdened by

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Michael Kent, (925) 250-3227

By: , Deputy

cc:

BACKGROUND: (CONT'D)

hazardous materials facilities and releases, who will be able to represent community interests, screened by the Internal Operations Committee, and appointed by the Board of Supervisors. Ms. Youngs resigned from the seat for personal reasons. The term of this seat will expire on December 31, 2024.

The bylaws of the Commission provide that the representatives of cities be appointed by the City Selection Committee pursuant to Article 11 (§ 50270 et seq.) of Chapter I of Part I of Title 5 of the Government Code. Mr. Carlson vacated the seat because he was no longer on the City Council of Pleasant Hill. The term of this seat will expire on December 31, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

The seats will remain unfilled, it will be more difficult for the Commission to achieve a quorum and the diversity of viewpoints in Commission deliberations will be diminished.



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: February 28, 2023

Subject: VACANCY ON KNIGHTSEN TOWN ADVISORY COUNCIL (KTAC)

RECOMMENDATION(S):

DECLARE a vacancy in the Appointee 3 seat on the Knightsen Town Advisory Council previously held by Karen Reyna, and DIRECT the Clerk of the Board to post the vacancy for a term ending December 31, 2024, as recommended by Supervisor Burgis.

FISCAL IMPACT:

NONE.

BACKGROUND:

The Knightsen Town Advisory Council advises the Board of Supervisors on land use and planning matters affecting the community of Knightsen and may represent the Knightsen community before the Board of Supervisors, the East County Regional Planning Commission, the Zoning Administrator and the Local Agency Formation Commission on proposed boundary changes affecting the community. The District Office was notified of Karen Reyna's resignation from the Appointee 3 seat.

CONSEQUENCE OF NEGATIVE ACTION:

NONE.

CHILDREN'S IMPACT STATEMENT:

NONE.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Alicia Nuchols, 925-655-2335

By: , Deputy

cc:



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: February 28, 2023

Subject: Declare Vacancy on the CCCFPD Advisory Fire Commission

RECOMMENDATION(S):

Acting as the governing body of the Contra Costa County Fire Protection District, DECLARE vacant CCCFPD Advisory Fire Commission Commission At Large Alternate #1 Seat previously held by Soheila Bana; and

DIRECT the Clerk of the Board to post the vacancy, as recommended by the Fire Chief.

(No fiscal impact)

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The CCCFPD Advisory Fire Commission was originally established by Resolution No. 99/138 by the authority of California Health and Safety Code Section 13844. The functions of the Advisory Fire Commission, revised by Resolution No. 2022/9, are to (1) serve as the Appeals Board on weed abatement matters; (2) review and make recommendations on Fire District goals and objectives; (3) provide advice and information to the Board of Directors on fire protection matters as needed; (4) serve as liaison between the Board of Directors and the community served by the District; and (5) perform such other duties and responsibilities as may be assigned and as directed by the Board of Directors. The bylaws of the Commission provide that the At Large Alternate #1 Seat be appointed by the Board of Supervisors. The term of the seat expires on June 30, 2024.

Ms. Bana vacated the seat due to personal reasons.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain unfilled, and this will potentially make it more difficult to achieve a quorum when seated members are absent.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lewis T. Broschard III, Fire Chief (925)
941-3300

By: , Deputy

cc:



To: Board of Supervisors
From: PUBLIC PROTECTION COMMITTEE
Date: February 28, 2023

Subject: Racial Justice Oversight Body Appointments

RECOMMENDATION(S):

APPOINT the following individuals to the Racial Justice Oversight Body with appointment terms ending on December 31, 2024:

- Chala Bonner - Seat 1 (Racial Justice Coalition representative)
- Melvin Willis - Seat 2 (Racial Justice Coalition representative)
- Ronell Ellis - Seat 3 (persons with prior personal criminal or juvenile justice system involvement)
- Michael Pierson - Seat 4 (persons with prior personal criminal or juvenile justice system involvement)
- Y'nand Burrell - Seat 5 (CBO representatives that work with justice-involved populations)
- Alisha Jackson - Seat 6 (CBO representatives that work with justice-involved populations)
- Cheryl Sudduth - Seat 7 (CBO representatives that work with justice-involved populations)
- Gigi Crowder - Seat 8 (representative from faith-based organization)
- Stephanie Medley - Seat 9 (CBO representative that provides services to school age youth)

FISCAL IMPACT:

No fiscal impact.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Paul Reyes, 925-655-2049

By: , Deputy

cc:

BACKGROUND:

The Racial Justice Oversight Body (RJOB) is a multi-agency advisory body established by the Board of Supervisors on July 24, 2018 to oversee the implementation of the recommendations made by the Racial Justice Task Force to reduce racial disparities in the criminal and juvenile justice systems.

The Racial Justice Oversight Body is composed of the following 18 representatives:

1. A representative from the Superior Court, as a non-voting member;
2. The Sheriff or his designee;
3. The Chief Probation Officer or her designee;
4. The Public Defender or her designee;
5. The District Attorney or her designee;
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
7. A representative from the Contra Costa County Office of Education;
8. A representative from a Local School District (Rotation: Mt. Diablo/West Contra Costa/Antioch)
9. A representative from Contra Costa County Health Services Department;
- 10-11. Community-based Representative Seat 1 & 2: two members nominated by the Contra Costa Racial Justice Coalition;
- 12-13. Community-based Representative Seat 3 & 4: two individuals with prior personal criminal or juvenile justice system involvement;
- 14-16. Community-based Representative Seat 5, 6 & 7: three representatives from community-based organizations (CBO) that work with justice involved populations, including at least one person who works directly with youth;
17. Community-based Representative Seat 8: one representative from a faith-based organization; and
18. Community-based Representative Seat 9: one representative that is either a school-age young person, or from a CBO who provides services to school-age youth.

At the October 2022 and February 2023 Public Protection Committee (PPC) meetings, the PPC interviewed and considered the appointments to the Racial Justice Oversight Body. Today's action will appoint the PPC's recommended appointments to the nine (9) community-based representative seats.

CONSEQUENCE OF NEGATIVE ACTION:

If today's action is not approved, the Racial Justice Oversight Body will not be able to establish quorum to meet.



Contra
Costa
County

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: February 28, 2023

Subject: RECOMMENDATION FOR APPOINTMENTS TO THE HAZARDOUS MATERIALS COMMISSION

RECOMMENDATION(S):

1. CONSIDER recommending to the Board of Supervisors the following appointments to the Hazardous Materials Commission, and:

Nominee	Seat	New Term Expiration	Sponsor
Fred Glueck	Business #1	12/31/26	West Co Council of Industries
Aaron Winer	Business #1 Alternate	12/31/26	West Co Council of Industries
Drew Graham	Business #3	12/31/24	CC Taxpayers Association
Anthony Tave	Mayors Conference #1	12/31/26	CC Mayors Conference
Terry Baldwin	Labor #1 Alternate	12/31/26	CC Building Trades

2. CONSIDER changing extending the current term of the Environmental Justice and Environment Justice Alternate seats by one year to expire on December 31, 2025 with no change to the future terms of office of four years, to improve the balance of term staggering among the Commission seats.

FISCAL IMPACT:

No fiscal impact.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Julie Enea (925) 655-2056

By: , Deputy

cc: CAO (Enea), Health Services

BACKGROUND:

The Hazardous Materials Commission was established in 1986 to advise the Board, County staff and the mayors, council members, and staffs of the cities within the county, on issues related to the development, approval, and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a Hazardous Materials Storage and Transportation Plan and Ordinance, coordinating the implementation of the Hazardous Materials Release Response Plan and inventory program, and analyzing and developing recommendations regarding hazardous materials issues with consideration to broad public input, and reporting back to the Board on Board referrals.

Business Seats. The terms of Business #1 Seat and Business #1 Alternate Seat expired on December 31, 2022. Business #3 Seat was declared vacant by the Board of Supervisors on December 6, 2022 due to the resignation of Don Bristol.

The by-laws of the Hazardous Materials Commission provide for three (3) representatives of business, nominated as indicated below, screened by the Internal Operations Committee, and appointed by the Board of Supervisors:

- Business #1 Seat - to be nominated by the West County Council of Industries.
- Business #2 Seat - to be nominated by the Industrial Association.
- Business #3 Seat - to be nominated by the Contra Costa Taxpayers Association.

The West County Council of Industries has nominated for reappointment Fred Glueck for the Business #1 Seat and Aaron Winer for the Business #1 Alternate Seat. Their applications and letters of support are attached. The terms for these seats will expire on December 31, 2026.

The Contra Costa Taxpayers have nominated Drew Graham for Business #3 Seat. His application and letter of support are attached. The term for this seat will expire on December 31, 2024.

Mayor's Conference Seats. The terms of the Mayors Conference #1 Seat and Mayors Conference #1 Alternate Seat expired on December 31, 2022. The by-laws of the Hazardous Materials Commission provide for three (3) representatives of cities, appointed by the City Selection Committee pursuant to Article 11 (§50270 et seq.) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code. The Mayors Conference has nominated Anthony Tave, City of Pinole Councilmember, for Seat #1. They have not nominated an alternate yet. Mr. Tave's application and letter of support are attached. The term for this seat will expire on December 31, 2026.

Labor Seats. The terms of the Labor #1 Seat and Labor #1 Alternate Seat expired on December 31, 2022. The bylaws of the Hazardous Materials Commission provide for two (2) labor representatives, nominated by labor organizations, screened by the Internal Operations Committee, and appointed by the Board of Supervisors. The Contra Costa Building Trades have nominated for reappointment Terry Baldwin for the Alternate Seat. They have not forwarded a nomination for the primary seat yet. Mr. Baldwin's application and letter of support are attached. The term for this seat will expire on December 31, 2026.

Environmental Justice Seats. Due to the recent elimination of one Environmental Organization seat, the creation of an Environmental Justice seat and the addition of a third Mayors Conference seat, the staggering of term expiration dates for Commission seats has become unbalanced. Currently, 4 seats will expire at the end of 2023, 5 seats will expire at the end of 2024, only 2 seats will expire at the end of 2025, and 3 seats will expire at the end of 2026. This imbalance can potentially lead to significant turnover of Commissioners at the end of 2024. This can diminish the institutional knowledge of the Commission, interrupt progress towards Commission goals, and upset the balance on the Commission.

As a remedy, the Commission voted unanimously on December 8, 2022 to request that the Internal Operations Committee of the Board of Supervisors support changing the expiration date of the Environmental Justice seat and Alternate from the end of 2024 to the end of 2025. This change will result in 4 seats expiring at the end of 2023, 4 seats expiring at the end of 2024, 3 seats expiring at the end of 2025, and 3 seats expiring at the end of 2026; thus creating a more equal number of seats expiring at the end of each year and addressing the problems discussed in the previous paragraph. The incumbent of the Environmental Justice seat is amenable to extending her term by one year. The Alternate seat was recently vacated and is being recruited.

ATTACHMENTS

Hazardous Materials Commission Roster

Application_Fred Glueck_HazMat

Application_Aaron Winer_HazMat

West Co Council of Industries Nomination Ltrs

Application_Drew Graham_HazMat

CC Taxpayers Nomination Ltr

Application_Anthony Tave_HazMat

Mayors Conference Nomination Ltr

Application_Terry Baldwin_HazMat

Hazardous Materials Commission Roster

Position	Start date	End date	Appointee	City of Residence
Business Seat 1 - West Co. Council of Industries	1/1/2023	1/1/2027	Vacancy	
Business Seat 1 Alt. - West Co. Council of Ind.	1/1/2023	1/1/2027	Vacancy	
Business Seat 2 - Industrial Association	1/1/2022	12/31/2025	Mark Hughes	Benicia
Business Seat 2 Alternate - Industrial Association	1/1/2022	12/31/2025	Amy McTigue	Lafayette
Business Seat 3 - Contra Costa Taxpayers Assoc.	1/1/2021	12/31/2024	Vacancy	
Business Seat 3 Alt. - Co. Co. Taxpayers Assoc.	1/1/2021	12/31/2024	Marjorie Leeds	Martinez
City Seat 1	1/1/2023	1/1/2027	Vacancy	
City Seat 1 Alternate	1/1/2023	1/1/2027	Vacancy	
City Seat 2	1/1/2020	12/31/2023	Mark Ross	Martinez
City Seat 2 Alternate	1/21/2020	12/31/2023	Edi Birsan	Concord
City Seat 3	3/30/2021	12/31/2024	Ken Carlson	Pleasant Hill
City Seat 3 Alternate	3/30/2021	12/31/2024	Peter K Cloven	Clayton
Environmental Engineering Firms	1/1/2022	12/31/2025	George Smith	Walnut Creek
Environmental Engineering Firms Alternate	1/1/2022	12/31/2025	Ronald Chinn	Lafayette
Environmental Justice Representative	7/26/2022	12/31/2024	Maureen M Brennan	Rodeo
Environmental Justice Representative Alternate	1/1/2021	12/31/2024	Heather Youngs	Richmond
Environmental Organizations Seat 1	1/1/2021	12/31/2024	Stephen Linsley	El Cerrito
Environmental Organizations Seat 1 Alternate	1/1/2021	12/31/2024	Lisa Park	Richmond
Environmental Organizations Seat 2	1/1/2020	12/31/2023	Jonathan Bash	Martinez
Environmental Organizations Seat 2 Alternate	1/1/2020	12/31/2023	Ed Morales	Martinez
General Public	2/22/2022	12/31/2023	Tim Bancroft	Danville
General Public Alternate	7/26/2022	12/31/2023	Jack Bean	Pleasant Hill
Labor Seat 1 - Central Labor Council	1/1/2023	1/1/2027	Vacancy	
Labor Seat 1 Alternate - Central Labor Council	1/1/2023	1/1/2027	Vacancy	
Labor Seat 2 - United Steel Workers Local 5	1/1/2020	12/31/2023	Jim Payne	Martinez
Labor Seat 2 Alternate - United Steel Workers Local 5	1/1/2020	12/31/2023	Tracy Scott	Martinez
League of Women Voters	1/1/2021	12/31/2024	Marielle Boortz	
League of Women Voters Alternate	1/1/2021	12/31/2024	Madeline Kronenberg	



Contra Costa County

Print Form

Please return completed applications to: Clerk of the Board of Supervisors 1025 Escobar Street, 1st Floor Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: FRED Middle Initial: Last Name: GLUECK

Home Address - Street: City: ALAMO State: CA Postal Code: 94507

Primary Phone (best number to reach you): Email Address:

Resident of Supervisorial District (if out of County, please enter N/A): 2 District Locator Tool

Do you work in Contra Costa County? [X] Yes [] No If Yes, in which District do you work?

Current Employer: PLANT RECLAMATION Job Title: EXECUTIVE Length of Employment: 46 years

How long have you lived or worked in Contra Costa County? 50 yrs

Board, Committee, or Commission: HAZARDOUS MATERIALS COMMISSION Seat Name: COMMISSIONER

Have you ever attended a meeting of the advisory board for which you are applying? Please check one: [X] Yes [] No If Yes, how many? SINCE 2016

EDUCATION

Check appropriate box if you possess one of the following:

[] High School Diploma [] CA High School Proficiency Certificate [] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Degree Type/Course of Study/Major, Degree Awarded. Includes entries for U.C. Berkeley and Golden Gate Univ.

Occupational Licenses Completed: Ca. Cont. Lic

Other Trainings Completed: Environ. Studies Classes Safety & HAZ Certifications Certificate Awarded for Training? [X] Yes [] No

Do you have any obligations that might affect your attendance at scheduled meetings? [] Yes [X] No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? [] Yes [X] No

Are you a veteran of the U.S. Armed Forces? [] Yes [X] No

Please explain why you would like to serve on this particular board, committee, or commission.

I feel it is important to participate in the proper management, and control of hazardous materials in C.C.C. My work experience, prior experience on BAAQMD's Advisory Comm. & C.C.C. Haz. materials Comm. helps me be a factor in this effort.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume).

I have served on the C.C.C. HMC since 2016. I sat on the BAAQMD's Adv. Comm. for 10 years. My work career was highly involved in the proper handling and mgmt. of haz. materials. I feel from this experience and my education in H/M I am qualified for this position.

I am including my resume with this application:

Please check one: Yes No (on record) this position.

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

HAZARDOUS MATERIALS COMMISSION

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

HMC.

List any volunteer and community experience, including any boards on which you have served.

AIA - Council of Bus & Transit. - Richmond
BAAQMD Adv Comm
ISIS - (work Assoc.)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

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 omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: [

Date: 11-14-2022

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at
ClerkofTheBoard@cob.cccounty.us*

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Contra Costa County

Print Form

Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Aaron	Middle Initial J	Last Name Winer	
Home Address - Street []	City Vallejo	State CA	Postal Code 94591
Primary Phone (best number to reach you) []	Email Address []		
Resident of Supervisorial District (if out of County, please enter N/A): N/A District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work? []			
Current Employer Director of Water Quality and Resource Recovery	Job Title Director of Water Quality and Resource Recovery	Length of Employment 3 years	
How long have you lived or worked in Contra Costa County? 12 years			

Board, Committee, or Commission Hazardous Materials Commission	Seat Name Business Seat #1
Have you ever attended a meeting of the advisory board for which you are applying? Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Many	

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	Degree Type/ Course of Study/Major	Degree Awarded	
Northern Vermont University	BA - Environmental Studies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of Southern California	Master of Public Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed: UC Santa Cruz Extension - Env. Safety and Health Mgmt.

Other Trainings Completed: Numerous	Certificate Awarded for Training?
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No

If Yes, please explain: []

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

Are you a veteran of the U.S. Armed Forces? Yes No

Please explain why you would like to serve on this particular board, committee, or commission.

I have served as the Alternate to Business Seat #1 on the Hazardous Materials Commission for the past 5 or 6 years and would like to continue this service.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume).

I have worked in, studied and certified in many water quality disciplines and programs over my career going back to mid 1995. Much of the work and study have involved hazardous materials management. My certifications include Municipal Wastewater Treatment Operator, Laboratory Technician, Industrial Waste Treatment Operator and Environmental Compliance Inspector.

In 1997 I earned a Professional Certification in Environmental Safety and Health Management from UC Santa Cruz. The program was a dual certification in Workplace Safety and Hazardous Materials Mgmt.

I am including my resume with this application:

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

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

Hazardous Materials Commission

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer and community experience, including any boards on which you have served.

YMCA of the East Bay (Board of Advisors), Richmond Rotary (Member), WCC Council of Business and Industry (Board President)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

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 omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted Signature]

Date:

11/23/2022

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Martinez, CA 94553

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THE COUNCIL OF INDUSTRIES

P.O. BOX 70088

Pt. Richmond, CA 94807

(510)215-9325 office (510)260-4820 cell

www.councilofindustries.com

November 9, 2022

Michael Kent
Contra Costa Health Services
Hazardous Materials Ombudsman
597 Center Ave., Suite 100
Martinez, CA 94553

RE: Nomination of MR. FRED GLUECK to the Hazardous Materials
Commission, Business Seat #1

On behalf of the Council of Business & Industries I would like to request that Mr. Fred Glueck of Plant Reclamation be nominated to the Contra Costa County Hazardous Materials Commission Business Seat #1 in representation of the business membership at the Council of Business & Industries.

Please consider our request for Mr. Glueck's nomination for the Business Seat Position #1.

Should you have any questions, contact the undersigned

Regards,

Katrinka Ruk
Executive Director
kpruk@sbcglobal.net



THE COUNCIL OF INDUSTRIES
P.O. BOX 70088
Pt. Richmond, CA 94807
(510)215-9325 office (510)260-4820 cell
www.councilofindustries.com

November 9, 2022

Michael Kent
Contra Costa Health Services
Hazardous Materials Ombudsman
597 Center Ave., Suite 100
Martinez, CA 94553

RE: Nomination of MR. AARON WINER to the Hazardous Materials
Commission, Business Seat #1, as Alternate to Mr. Fred Glueck

On behalf of the Council of Business & Industries I would like to request that Mr. Aaron Winer of West County Wastewater District be nominated to the Contra Costa County Hazardous Materials Commission Business Seat #1 as an Alternate to Mr. Fred Glueck, in representation of the business membership at the Council of Business & Industries.

Please consider our request for Mr. Winer's nomination for the Alternate position.

Should you have any questions, contact the undersigned

Regards,

Katrinka Ruk
Executive Director
kpruk@sbcglobal.net

Application Form

Profile

Andrew

First Name

D

Middle Initial

Graham

Last Name

Home Address

Pleasant Hill

City

Suite or Apt

CA

State

94523

Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 4

Phillips 66

Employer

Heath, Safety, and
Environmental Manager

Job Title

Length of Employment

6 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

District 5

How long have you lived or worked in Contra Costa County?

1 year 4 months

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Hazardous Materials Commission: Submitted

Seat Name

Business Seat #3

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

1

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Tulane University

Degree Type / Course of Study / Major

Bachelor's Degree Earth Science and Environmental Studies

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Tulane University

Degree Type / Course of Study / Major

Bachelor's Degree Homeland Security

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

NEBOSH IGC

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

NEBOSH IGC

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I am passionate about protecting workers and the community as I have dedicated over 25 years of my life to the pursuit of excellence in Health, Safety, Security, Environment, and Emergency Response. I believe this seat on the Hazardous Materials Commission will allow me to bring my years of experience to Contra Costa County and provide a benefit to the citizens thereof. I believe I can contribute to the mission of the Hazardous Materials Commission by protecting the citizens of the county, contributing to the consensus on important environmental issues, and provide recommendations to the Board of Supervisors on hazardous materials and wastes.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

25 years of Health, Safety, Security, Environmental, and Emergency Response training and experience in California, Alaska, Gulf Coast, East Coast, the Caribbean, and the Middle East 25 years working for refineries, chemical plants, environmental consulting firms, and emergency response contractors Key Skills Personal Safety, Case Management, Waste Management, Safety Management Systems, Emergency Management & Response, Process Safety Management, NEBOSH IGC, Industrial Hygiene, Hazard Recognition, Root Cause Investigations, Hearing Conservation, OSHA 29 CFR 1910, VPP, Behavior Based Safety, Management of Change, ICS, NIMS, Safety Benchmarking, Injury/Incident Reporting, Continuity of Operations, Respiratory Protection, Elevated Work, Spill Response Operations, Hot Work, Environmental Compliance, HSE Supervision, Confined Space Entry, Safety Communications, LOTO, Permit to Work, Risk Assessment, Contractor Training, ISO 14001:2004

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

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?

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 understand 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

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 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
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 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

CoCoTax

"Good Government at Affordable Cost"

December 9, 2022

To the Contra Costa Board of Supervisors

Re: Appointment of HAZMAT Commission Member

Dear Board Members John Gioia, Candace Andersen, Diane Burgis, Federal Glover and Ken Carlson,

It is our pleasure to highly recommend Drew Graham of Phillips 66 as a Member of the County Hazardous Materials Commission Business Seat replacing Don Bristol.

Drew possesses very relevant qualifications and knowledge regarding hazardous materials and their effect on the environment and people. In his refinery capacity he is knowledgeable about hazardous materials and hazardous wastes, federal and state laws and local ordinances. He is uniquely and exceptionally qualified for this position given his knowledge of reusable fuels as an ever-increasing source of energy.

We trust after review you will approve his appointment to this very important commission.

Sincerely



James Pezzaglia

Vice President, Contra Costa Taxpayers Association

Application Form

Profile

Anthony L Tave
First Name Middle Initial Last Name

Home Address Suite or Apt
Pinole CA 94564
City State Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Employer Job Title
Pinole Council member

Length of Employment

5 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

15 years

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Hazardous Materials Commission: Submitted

Seat Name

Mayors conference appointment

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

1

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Cal Poly Pomona

Degree Type / Course of Study / Major

B.S. Civil engineering

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 Trainings & Occupational Licenses

Other Training A

California Licensed Civil Engineer

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I would like to be on this board to help serve the county mayors conference in representing the mayors council. I see this function as bringing the regional Hazardous Materials issues to the mayor's conference for discussion and comment.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have dealt with several aspects of Hazardous material handling and disposal communications. I am familiar with many county state and federal regulations regarding hazardous materials.

[Upload a Resume](#)

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Pinole council for 5 years

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

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?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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I Agree

Anthony L Tave

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 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Anthony L. Tave, P.E.

Pinole CA 94564 Contact Phone

OBJECTIVE

A highly motivated individual seeking to obtain a position that will utilize my experience, education, and offer future Managerial growth in the field of Civil Engineering and Asset Management.

PROFESSIONAL SKILLS

Excellent Presentation and written ability • Proficient understanding of Asset management principles and application of various Maintenance programs. • Proficient with all Windows software. • Pre and Post award contracting • Ability to understand and execute complex contracting actions. • Work well in a team environment and with outside organizations. • Proficient in Computer Maintenance Management Software. • Accomplished in AutoCAD Land Desktop and Civil 3D

WORK HISTORY

Director of Buildings and Grounds and Custodial Services, San Francisco City College (CCSF)

San Francisco, California

Asset Management- Maintenance Planning - August 2021 to Present

- Coordinated with Associate Vice Chancellor on Capital Requests, Capital Budgeting, and Capital planning.
- Management of the Budgeting and execution of projects and maintenance task across multiple campuses
- Facilitating Potential Lease, Construction planning, and developing project scopes.
- Development of CCSF Asset Condition assessment and equipment profiles to develop various maintenance programs.
- Development of the 5-Year Capital Plan Costs and Spending Analysis and strategic planning
- Coordinate, through CMMS daily maintenance crews to repair and maintain CCSF equipment.
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle costs cost-benefit analysis based on criticality and overall reliability needs.

Buildings and Grounds Maintenance Superintendent, San Francisco Police Department

San Francisco, California

Asset Management- Maintenance Planning - June 2014 to August 2021

- Coordinated with Maintenance manager and CFO on Capital Requests, Capital Budgeting, and Capital planning.
- Acting as SFPD Client Representative for Building Purchases, Construction planning, and developing project scopes.
- Development of SFPD Asset Condition assessment and equipment profiles to develop various maintenance programs.
- Developed 5-Year Fleet Maintenance Costs and Spending Analysis and strategic planning
- Coordinate, through CMMS daily maintenance crews to repair and maintain SFPD equipment.
- Maintenance Planning and preliminary scheduling of corrective maintenance and tenant improvements
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle costs cost-benefit analysis based on criticality and overall reliability needs.

Assistant Engineer, San Francisco Public Utilities Commission

Water Supply and Treatment – San Francisco, California

Asset Management- Maintenance Planning - March 2009 to June 2014

- Restructuring the maintenance management software to reflect the current Regional Water System infrastructure 11,000 assets, and organizing them in to three tiers of criticality
- Development of construction procedures and naming structure for equipment to be incorporated into the various maintenance programs.
- Creation and Implementation of the Standard operating procedures for maintenance.

Anthony L. Tave, P.E.

Pinole CA 94564

- Development and Implementation of the Preventative Maintenance Program for long term asset management.
- Development and Implementation of operational performance metrics to be reflected in Water Supply and Treatment Division's Quarterly and Annual performance reports for the Regional Water System.
- Collection of GIS points for the Water Supply and Treatment's Regional Water System and cross-referenced them with as-built records, and the creation of facility maintenance schematics.
- Conducted site condition assessments; identifying critical equipment in need of corrective maintenance and or replacement
- Maintenance Planning and preliminary scheduling of corrective maintenance
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle cost benefit analysis based on criticality and overall system reliability

Design Engineer

Riechers Spence and Associates - Napa, California

Commercial and Residential Infrastructure, Land Development Civil Engineer - July 2006 to December 2008

- Production of Use Permit, Design Development and Construction plans sets for commercial and residential development
- Negotiated and implementation of conditions of approval from city planning departments
- Monitored project contracts and budgets
- Designed and inspected underground utilities including sewer, water, and storm drain infrastructure
- Prepared Hydrology and Hydraulic Utility Reports; Created sewer and water network models
- Designed roadway alignments and profiles using local county and city standards
- Assisted in implementing wetland mitigation measures per the direction of Department of Fish and Game
- Prepared costs and engineering estimates from bid sets
- Monitored construction activities and reviewed submittal documents
- Explored and Implemented construction addendums
- Prepared National Pollutant Discharge Elimination System reports
- Implemented post construction best management practices, including the design of bio-swales infiltration basins, and detention ponds per various state agencies

EDUCATION

California State Polytechnic University Pomona – Pomona, California – June 2005
Bachelor of Science Degree (Civil Engineering)

CERTIFICATIONS

California Professional Registration Civil Engineer-Water Resources

SYSTEMS AND SOFTWARE

Autodesk Civil 3D • Visual Basic.Net • Auto CAD Raster Design • Microsoft Office • Microsoft Project • ARCGIS Version 9 • Microsoft Office • Cyrax 3D Scanning • WaterCAD • StormCAD • Hydrflo • GIS Applications • MAXIMO Maintenance Management Software • Crystal Reports • INFOR Enterprise Asset Management

PROFESSIONAL AFFILIATIONS/POSITIONS

• City of Pinole Councilmember • Westcat Board of Directors • American Society of Civil Engineers • American Water Works Association • American Public Works Association • National Society of Black Engineers

References Available Upon Request

Re: [EXTERNAL] HMC appointments

Gary and Jean Pokorny <gjpokorn@lmi.net>

Mon 1/23/2023 5:07 PM

To: Michael Kent <Michael.Kent@cchealth.org>

This Message Is From an External Sender

This message came from outside your organization.

Hi Michael,

Sorry for the confusion caused by my previous email.

As I understand the status of our appointments, Gabe Quinto did not apply for reappointment (member) , nor did Dave Hudson (alternate). Ken Carlson (member) as you noted, is now a County Supervisor and his seat thus was vacant.

Thus, the three open seats were those previously filled by Quinto (member) new seat expiring 12/31/26, Hudson (alternate) new appointment will be expiring 12/31/26, and and Carlson (member) remainder of term expiring 12/31/24.

My understanding is that the Mayors appointed Soheila Bana to the Ken Carlson seat vacancy that expires in December of 2024. Then they appointed Anthony Tave to the seat formerly held by Quinto, now expiring in 2026 with this new appointment. Thus you should have 3 members now.

Thus the remaining opening is the alternate seat formerly held by Hudson which will eventually have a new appointment until 2026.

I hope this now makes sense. I can see that my earlier email was deficient in detail. Let me know if this now squares with your records of our previous appointments.

As far as I know, Peter Cloven continues as an alternate with a term that will expire in December 2024.

Gary Pokorny.

On Jan 23, 2023, at 3:30 PM, Michael Kent <Michael.Kent@cchealth.org> wrote:

Hi Gary,

Thank you for this information. Before I reach out to them, I want to make sure I understand who they are replacing. The seat expiring in 2024 was held by Ken Carlson, who you know had to resign because he became a County Supervisor. But I hadn't heard that his alternate, Peter Cloven from Clayton, also resigned. I have reached out to him but have not heard back yet. Can you confirm that Peter has resigned? If Peter wants to stay on, then one of the gentlemen you listed could fill the other seat.

The seat that expires in 2026 was held by Gabe Quinto and his alternate was Dave Hudson. My understanding is that they both resigned and you need to both of those seats.

Thanks for clarifying.

Michael Kent
Hazardous Materials Ombudsman
Contra Costa Health Services
597 Center Ave., Suite 110



Contra Costa County

Print Form

Please return completed applications to: Clerk of the Board of Supervisors 1025 Escobar Street, 1st Floor Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

Application form fields: First Name (Terry), Middle Initial (A.), Last Name (Baldwin), Home Address - Street, City (Concord), State (CA), Postal Code (94521), Primary Phone, Email Address, Resident of Supervisorial District, Do you work in Contra Costa County? (Yes), Current Employer (IBEW Local 302), Job Title (Dispatcher / Dist. Bus. Mgr.), Length of Employment (28 Yrs), How long have you lived or worked in Contra Costa County? (54 Yrs)

Application form fields: Board, Committee, or Commission (H.M.C.), Seat Name (Labor Alternate), Have you ever attended a meeting of the advisory board for which you are applying? (Yes)

EDUCATION

Check appropriate box if you possess one of the following:

- High School Diploma (checked), CA High School Proficiency Certificate, G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Degree Type/ Course of Study/Major, Degree Awarded (Yes/No)

Occupational Licenses Completed: Certified Genl. Electrician License # 124111

Other Trainings Completed: Certificate Awarded for Training? (Yes/No)

Do you have any obligations that might affect your attendance at scheduled meetings? (No) If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? (No)

Are you a veteran of the U.S. Armed Forces? (No)

Please explain why you would like to serve on this particular board, committee, or commission.

My time on the Board has been great, the things I have learned have been eye opening. I hope to continue it (Chess).

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume).

I am including my resume with this application:

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

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

H.M.C.

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

San An Antonio

List any volunteer and community experience, including any boards on which you have served.

No other Boards, but a big community out reach with all High School and Career Days in C.C.C.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: Yes No

If Yes, please identify the nature of the relationship: sit on the County Creditability Trust

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 omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

Date:

12-8-22

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at
ClerkofTheBoard@cob.cccounty.us*

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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 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships: (1) Mother, father, son, and daughter; (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter; (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter; (4) Registered domestic partner, pursuant to California Family Code section 297; (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner; (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

[EXTERNAL] Nominate Alternate

Bill Whitney <bwhitney@ccbtrades.com>

Thu 2/2/2023 10:57 PM

To: Michael Kent <Michael.Kent@cchealth.org>

Good Evening Michael,

The Contra Costa Building and Constructuon Trades Council would like to nominate Terry Baldwin of IBEW Local 302 in Martinez to be our alternate on the Contra Costa County Hazardous Materials Commission.

Thank you for your attention to this matter.

Bill Whitney, CEO
CCBCTC

2727 Alhambra Ave., Suite 5
Martinez, CA 94553

Office: 925-228-0900
Mobile: 707-246-0950



Contra
Costa
County

To: Board of Supervisors
From: Ken Carlson
Date: February 28, 2023

Subject: RE-APPOINT Gareth Ashley to the District IV seat of the Aviation Advisory Committee

RECOMMENDATION(S):

RE-APPOINT the following individual to the District IV seat on the Aviation Advisory Committee, with a term ending February 28, 2026:

Gareth Ashley
Concord, CA

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, in order 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

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lia Bristol, 925-655-2350

By: , Deputy

cc:

BACKGROUND: (CONT'D)

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.

CONSEQUENCE OF NEGATIVE ACTION:

The seat would remain vacant



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Appointments & Re-Appointments to the Integrated Pest Management (IPM) Advisory Committee

RECOMMENDATION(S):

APPOINT the following individuals to seats on the Integrated Pest Management (IPM) Advisory Committee:

- Roxana Lucero, Save Mount Diablo, resident of Bay Point, to Environmental Seat with an expiration date of December 31, 2026
- Dr. Sara Levin, Deputy Health Officer, to Health Services Dept Representative or designee, Ex Officio with no set term expiration
- Michele Mancuso, Public Works Department, to Storm Water Program Representative with no set term expiration
- Beth Slate, Department of Agriculture, to Agricultural Commissioner or Designee, Ex Officio, non-voting seat with no set term expiration
- Chris Lau, Public Works Department, to Public Works Deputy Director, or Designee, non-voting seat with no set term expiration
- Dave Lavelle, Public Works Department, to Public Works Facilities Director or Designee, Ex Officio, non-voting seat with no set term expiration

REAPPOINT the following individuals to seats on the IPM Advisory Committee:

- Kimberly Hazard, resident of Richmond, to Sustainability Commission with an expiration date of March 31, 2025
- Susan Heckly, resident of Pleasant Hill, to Public Member - Fish and Wildlife Committee with an expiration date of February 28, 2026
- Carlos Agurto, Pestec IPM Provider, resident of Antioch, to Pest Management County

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Matt Kaufmann, (925) 335-3235

By: , Deputy

cc:

RECOMMENDATION(S): (CONT'D)

Contractor with no set term expiration.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The Environmental Organization seat became vacant on December 31, 2022. The staff-designated seats on the Committee are ex-officio, but have historically been formally appointed by this Board since IPMAC is advisory to it. The Health Department will have a new representative and the members representing seats from the Agriculture and Public Works Departments have been serving on an acting basis.

Current IPM Advisory Committee Membership (from the Committee's bylaws):

The membership of the Committee shall be composed of the following:

1. Four (4) ex-officio, non-voting members as follows:
 - a. Agricultural Commissioner, or designee
 - b. Public Works Facilities Maintenance Manager, or designee
 - c. Public Works Deputy Director, or designee
 - d. A current structural pest management contractor with the Public Works Facilities Maintenance Division
2. Eight (8) voting members as follows:
 - a. Two (2) ex-officio members:
 - i. Health Services Department representative
 - ii. County/Unincorporated County Stormwater Program representative
 - b. Six (6) public members:
 - i. Public and Environmental Health Advisory Board representative
 - ii. County Fish and Wildlife Committee representative
 - iii. Three (3) Type 2, "At Large Appointments,"
 - iv. One (1) Type 3, "At Large Appointment," for an environmental organization with either 501(c)(3) or 501(c)(4) status
3. One (1) Type 3, "At Large Appointment" for a Public Member – Alternate.

Term Expirations

The term expirations for the appointments made under this Board Order will be as follows:

Roxana Lucero, Environmental Organization Type 3 At-Large seat: December 31, 2026

Dr. Sara Levin, Contra Costa Health Services Representative seat: None

Michele Mancuso, Stormwater Program Representative seat: None

Beth Slate, Agricultural Commissioner designee seat: None

Chris Lau, Public Works Deputy Director designee seat: None

Dave Lavelle: Public Works Facilities Maintenance Manager designee seat: None

Kimberly Hazard, Sustainability Commission Representative: March 31, 2025

Susan Heckly, Fish and Wildlife Committee Representative: February 28, 2026

Carlos Agurto, County Structural Pest Management Contractor Representative: None

Environmental Organization Seat

The IPM Coordinator recruited for this seat in Fall of 2022. Ms. Lucero is the only applicant. Her application and letter of organizational support is attached.

Nomination by the Commissions/Committees Represented

The Sustainability Commission nominated Kimberly Hazard on September 26, 2019.

The Fish and Wildlife Committee nominated Susan Heckly on November 20, 2019.

This action reappoints Ms. Hazard and Ms. Heckly to the IPM Advisory Committee and aligns their term expiration dates with their terms on the Sustainability Commission and Fish and Wildlife Committee respectively. In the event that either member resigns their seat on IPMAC, the nominating body would be asked to recommend their replacement.

Staff and Contractor Seats

Michele Mancuso, Beth Slate, Chris Lau, and Dave Lavelle have been acting in their respective staff-designated seats and this action formalizes their appointment in accordance with past practice. Carlos Agurto remains the account manager for Pestec, who currently provides structural IPM services as a contractor with the Public Works Facilities Division. This action reappoints Mr. Agurto to the Committee without a term expiration as all incumbents to this seat would have to be under a current contract with Public Works.

ATTACHMENTS

Application - Lucero, Roxana

Letter of Support - Lucero, Roxana

Application - Hazard, Kimberly

Application - Heckly, Susan

Application - Agurto, Carlos

Roster

Application Form

Profile

Roxana

First Name

Lucero

Last Name

Middle Initial

Home Address

Suite or Apt

Bay Point

City

CA

State

Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 5

Save Mount Diablo

Employer

Land Stewardship Manager

Job Title

Length of Employment

6 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

2, 3, 4, 5

How long have you lived or worked in Contra Costa County?

30 years

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Integrated Pest Management Advisory Committee: Submitted

Seat Name

Environmental Organization Representative

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

Environmental Studies

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 Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualified Applicators Certificate

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I'm would like to influence how the County makes decisions that impact ecological systems.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I manage IPM Program for Save Mount Diablo as the Land Stewardship Manager.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Watershed forums, creek preservation groups, Resource Conservation District outreach.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

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?

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 understand 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

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 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

ENVIRONMENT

January 5, 2023

Contra Costa Integrated Pest Management Advisory Committee
651 Pine Street, 1st Floor,
Martinez CA, 94553

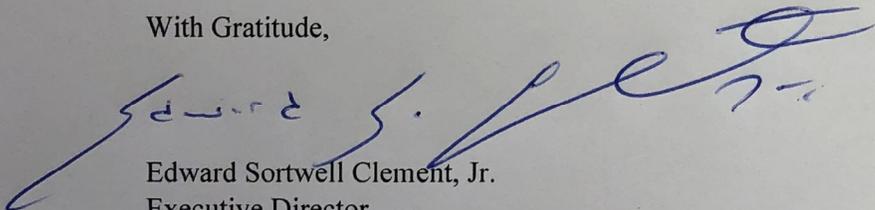
To Whom It May Concern:

The purpose of this letter is to acknowledge and enthusiastically support Save Mount Diablo's Land Stewardship Manager, Roxana Lucero's application to fill a seat on the Contra Costa Integrated Pest Management Advisory Committee.

Roxana has worked managing the Integrated Pest Management program at Save Mount Diablo for the past 6 years and brings experience working in the foothills of Mount Diablo as well as working with volunteers on IPM efforts on 20 different properties.

Thank you for considering this applicant who we are very proud of!

With Gratitude,



Edward Sortwell Clement, Jr.
Executive Director



Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Kimberly, Last Name: Hazard, Home Address - Street: [redacted], City: Richmond, Zip Code: 94803, Phone: [redacted], Email: [redacted], Resident of Supervisorial District: 1 (Gioia)

EDUCATION Check appropriate box if you possess one of the following: [checked] High School Diploma, [] CA High School Proficiency Certificate, [] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include University of CA, Berkeley with degrees in Society & Environment (BS), Environmental Health Sciences (MS), and Environmental Health Sciences (PhD - in progress).

Other Training Completed: []

Board, Committee or Commission Name: Sustainability Commission, Seat Name: At Large - Education / Research

Have you ever attended a meeting of the advisory board for which you are applying? [] No, [checked] Yes, If yes, how many? 20+

Please explain why you would like to serve on this particular board, committee, or commission. As the incumbent for this seat, I would like to continue to serve and lend my experience, skills, and energy to the Sustainability Commission...

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I am a researcher with UC Berkeley's Center for Environmental Research and Children's Health (CERCH) and coordinate the UCSF / UCB Healthy Children and Environments Study...

I am including my resume with this application: Please check one: [checked] Yes, [] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified. Please check one: [] Yes, [checked] 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 Sustainability Commission and IPM Committee.
I am also the acting coordinator for Citizens for a Greener El Sobrante (C4AGES) and sit on the board of its parent non-profit. I have developed its social media presence, led campaigns, and planned community actions and fundraising events. I also volunteer for the El Sobrante Chamber of Commerce "Green Team," picking up litter in downtown El Sobrante.

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 omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: _____ **Date:** 1/25/2021

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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.

KIMBERLY HAZARD

██████████, Richmond, CA ██████████

EDUCATION

University of California, Berkeley | Berkeley, CA:

PhD in Environmental Health Sciences

Expected 05/2023

Awards and Scholarships:

- 2020 International Society of Exposure Science Annual Meeting Student Poster Competition, Second Place, awarded Sept. 22, 2020

Master of Science in Environmental Health Sciences

05/2020

3.95 GPA

Awards and Scholarships:

- 2019 EHS Division Fellowship, awarded May 1, 2019
- 2019 Erin Aaberg Givans Memorial Scholarship, awarded April 30, 2019
- 2019 EHS Symposium Student Research Poster Award, awarded Feb. 28, 2019

Bachelor of Science in Society and Environment

05/2013

3.8 GPA | Distinction in General Scholarship

City and Regional Planning Minor | Phi Beta Kappa Society

RESEARCH EXPERIENCE

University of California, San Francisco, California Childcare Health Program | San Francisco, CA:

Project Coordinator

10/2017 – Present

Reducing pesticide exposures to preschool-age children in California child care centers

Funded by: National Institute of Environmental Health Sciences | PI: Abbey Alkon RN PNP PhD

- Coordinate the randomized control trial in 90 child care centers in four counties over five years
- Collect dust samples and conduct environmental assessments in child care centers
- Develop forms using Qualtrics for staff to enter data, oversee the quality of data collection and data entry, and conduct basic analyses
- Develop recruitment forms and study instruments, compile and update training materials, revise relevant Health and Safety Handouts in English and Spanish, organize regular project meetings, and write reports
- Coordinate and communicate with the interdisciplinary advisory council and conduct community outreach on project activities

Research Assistant

05/2016 – 03/2018

Healthy Beverages in Childcare: Putting Policy into Practice

Funded by: University of California Division of Agriculture and Natural Resources | PI: Abbey Alkon

- Developed and disseminated an online curriculum in English and Spanish for California child care providers
- Conducted pilot test of the online curriculum, organized and analyzed data, and updated curriculum
- Work with interdisciplinary team to develop an outcome evaluation of the online course using a cluster, randomized, control design of childcare providers

Project Coordinator

09/2014 – 04/2017

Developing an integrated pest management (IPM) program to reduce the exposure to pesticides for

young children in family child care homes in California

Funded by: California Department of Pesticide Regulation | PI: Abbey Alkon

- Organized focus groups with family child care providers in three counties
- Conducted thematic analyses of focus group findings
- Managed the development of and wrote and edit materials for the IPM Toolkit for Family Child Care Homes in English and Spanish, including an IPM checklist, curriculum, and 24 handouts (available at cchp.ucsf.edu)
- Coordinated six-month intervention study in 20 family child care homes resulting in improved knowledge, pest control, and practices
- Conducted statewide train-the-trainer workshops in collaboration with the California Child Care Resource and Referral Agency to provide 112 child care trainers with in-depth instruction on IPM in family child care
- Facilitated project update meetings with interdisciplinary IPM Alliance Team, wrote quarterly and final reports, and contributed to publication manuscript

PROFESSIONAL EXPERIENCE

Greener Solutions Teaching and Outreach Associate**08/2020 – Present***UC Berkeley, Berkeley Center for Green Chemistry | Berkeley, CA*

- Co-instruct the Greener Solutions course, contributing to both classroom instruction and mentoring students in their applied research projects
- Provide content support for interns in the Greener Solutions program as they continue research begun during the course and develop materials to disseminate their findings
- Develop new teaching materials as needed to adapt the Greener Solutions learning model for additional settings and pursue new collaborations for future Greener Solutions projects, including identifying challenges and partner companies for the graduate course
- Develop an outreach program to communicate the findings of the PFAS-related projects in the form of reports, webinars, case studies and/or industry roundtables

EHS Division Instructional Planning Lead**07/2020 – 09/2020***UC Berkeley, School of Public Health | Berkeley, CA*

- Provide in-depth guidance and technical support to faculty and instructors for ten courses in the Environmental Health Sciences Division to prepare for remote instruction for the fall 2020 semester
- Consult with faculty, set up instructional websites, provide resources and guidance on using tools such as Zoom and Google Jamboard, review course syllabi and give guidance and modifying assignments and assessments, and prepare instructors to provide an inclusive remote learning environment

Green Child Care Specialist**09/2014 – 10/2017***Alameda County Early Care and Education Program | Oakland, CA*

- Developed, managed, and evaluated the Green Child Care Ambassadors program resulting in 50 child care professionals receiving in-depth training and technical assistance on assessing and improving the environmental health and sustainability of child care programs
- Designed, developed content for, and conducted multiple educational trainings, including a 10-hour comprehensive workshop series addressing green business practices and environmentally healthy environments for child care
- Produced a green child care purchasing guide and provided analysis on current purchasing practices to 26 child care programs, resulting in 80% of sites switching to safer products

Policy Analyst**07/2015 – 06/2016***UCSF School of Nursing, California Childcare Health Program | San Francisco, CA*

- Co-authored the California Child Care Disaster Plan and oversaw translation, design, printing and dissemination of the plan to child care providers and state policy makers
- Managed the California Department of Education contract and organized and facilitated project meetings

Climate Corps Fellow**11/2013 – 08/2014***Alameda County Early Care and Education Program | Oakland, CA*

- Promoted zero waste practices at 16 child care centers by providing on-the-ground outreach and technical assistance to 250 preschool teachers, staff, and administrators on local waste laws and best practices
- Diverted 100 tons of landfill waste and mitigated 300 million metric tons of CO2 equivalent by training child care staff, developing curriculum, and conducting developmentally appropriate lessons with 500 preschoolers
- Produced monthly e-newsletter on environmental health and sustainability for regional early childhood professionals

PUBLICATIONS

Alkon, A., Rose, R., **Hazard, K.**, & Moser, D. (2020). National health and safety standards: Family child care homes compared to child care centers. *Journal of Pediatric Health Care*. In Press.
doi:10.1016/j.pedhc.2020.03.004

Stephens, M., **Hazard, K.**, Moser, D., Cox, D., Rose, R., & Alkon, A. (2017). An Integrated Pest Management Intervention Improves Knowledge, Pest Control, and Practices in Family Child Care Homes. *International Journal of Environmental Research and Public Health*, 14(11).
doi:10.3390/ijerph14111299

NATIONAL AND INTERNATIONAL PRESENTATIONS & POSTERS

“Determinants of pesticide concentrations in carpet dust from northern California child care centers,” American Public Health Association Annual Meeting, oral presenter, virtual conference, Oct. 27, 2020.

“Determinants of pesticide concentrations in carpet dust collected from child care centers in Northern California,” International Society of Exposure Science, poster, virtual conference, Sept. 21-22, 2020.

“Healthy Children and Environments: Child-Level Pesticide Exposure Assessment and Intervention in Child Care,” American Public Health Association Annual Meeting, co-author, Philadelphia, PA, Nov. 5, 2019.

“Healthy Children and Environments: Reducing Children’s Exposure to Pesticides in Child Care Settings,” American Public Health Association Annual Meeting, oral presenter, Philadelphia, PA, Nov. 4, 2019.

“Child care center- and individual child-level pesticides assessed at baseline and post-intervention,” National Institute of Environmental Health Sciences Partnerships for Environmental Public Health Annual Meeting, poster co- author, Research Triangle Park, NC, Dec. 13-14, 2018.

“Environmentally Healthy Child Care,” National Institute of Environmental Health Sciences Partnerships for Environmental Public Health webinar, oral presenter, WebEx webinar (280 attendees), Oct. 30, 2017.

“Reducing Exposures to Pests and Pesticides in California Family Child Care Homes,” 2017 Children's Environmental Health Translational Research Conference: New Challenges, oral presenter, Arlington, VA, Apr. 6, 2017.

“A Nurse-Led Integrated Pest Management Intervention in Family Child Care Homes,” National Association of Pediatric Nurse Practitioners National Conference on Pediatric Health Care, poster co-author, Denver, CO, Mar. 15, 2017.

“Reducing Exposures to Pests and Pesticides in Family Child Care Homes,” American Academy of Pediatrics 2016 National Conference & Exhibition, poster co-author, San Francisco, CA, Oct. 22, 2016.

STATE AND LOCAL PRESENTATIONS & POSTERS

“Preliminary results on the determinants of pesticide concentrations in carpet dust collected from child care centers in the UCSF Healthy Children & Environments Study” California Department of Pesticide Regulation 2020 Pesticide Use Report (PUR) Analysis Workgroup, oral presenter, Zoom webinar, Jun. 5, 2020.

“A Controversial Pesticide in Limbo: A Review of Chlorpyrifos and Neurodevelopmental Toxicity,” Society of Toxicology Northern California 2019 Spring Symposium, poster presenter, San Francisco, CA, April 25, 2019.

“Thirsty for Good Health: Healthy Beverages in Child Care,” 2017 Joint Conference of the California Child Care Resource & Referral Network and the California Alternative Payment Program Association, oral presenter, Sacramento, CA, Oct. 18, 2017.

“Going Green in Early Care and Education,” Low Income Investment Fund Green Child Care Event, event organizer and oral presenter, San Francisco, CA, Apr. 27, 2017.

“Combat Climate Change and Protect Children's Health: Be a Green Ambassador,” and “Green Cleaning, Sanitizing, and Disinfecting in Child Care,” Fall 2016 Quality Counts Conference, oral presenter, Hayward, CA, Oct. 8, 2016.

“Disaster Planning for Child Care Programs,” California Child Care Resource & Referral Network Director Mentors Statewide Training, oral presenter, Danville, CA, Oct. 7, 2016.

“Integrated Pest Management (IPM) in Family Child Care Homes,” California Child Care Resource & Referral Network Statewide Child Care Initiative Project Train-the-Trainer Series, oral presenter, Oakland, Visalia, Studio City, and Chico, CA, Mar. 9, Mar. 16, Apr. 6, and Apr. 27, 2016.

“Green Child Care: Reducing Pesticide Exposures in Family Child Care,” 2015 Joint Conference of the

California Child Care Resource & Referral Network and the California Alternative Payment Program Association, oral presenter, Sacramento, CA, Oct. 21, 2015.

“Green Child Care: Tools and Programs for Healthy Brain Development,” California First 5 Association Health Summit, oral presenter, Sacramento, CA, Feb. 12, 2015.

“Systematic Human Rights Violations: A Consequence of the Border Industrial Complex,” 2013 College of Environmental Design Berkeley Circus, oral presenter, Berkeley, CA, Feb. 28, 2013.

GRANT WRITING AND FUNDRAISING

Alameda County Early Care and Education Program **11/2013 – 10/2017**

Wrote three grants totaling \$77,874:

- “Alameda County Green Child Care Procurement Project,” Altamont Education Advisory Board, 2016-2017 Grant Cycle
- “Greening Alameda County Preschools: Green Child Care Ambassadors,” StopWaste, 2014- 2015 Grant Cycle
- “Greening Alameda County Preschools: Climate Corps Bay Area,” Altamont Education Advisory Board, 2014-2015 Grant Cycle

Cal Calling Center **06/2012 – 08/2014**

- Engaged and negotiated with alumni, students, and parents to raise over \$51,000
- Awarded "Most Valuable Caller" of May 2013 for securing 38 donors, raising nearly \$10,000

VOLUNTEER EXPERIENCE

Member At-Large: Contra Costa County Sustainability Commission **05/2018 – Present**

- Appointed by the Contra Costa County Board of Supervisors to provide advice on implementation of the County’s Climate Action Plan
- Make recommendations on performing work efficiently, incorporating equity, and engaging residents and businesses in all aspects of County sustainability goals
- Organize community outreach meetings to inform updates to the County Climate Action Plan
- Serve as liaison to County Integrated Pest Management Advisory Committee

Coordinator: Citizens for a Greener El Sobrante **06/2019 – Present** **(Member since 12/2012)**

- Facilitate monthly meetings and organize community outreach and volunteer events
- Develop and maintain website and social media presence
- Serve as Secretary of the Board for the 501(c)(3) fiscal sponsor, Citizens for Greener Communities

Environmental Health Sciences Student Representative **11/2018 – 05/2020**

- Nominated by student peers to plan and coordinate social events for students in the UC Berkeley School of Public Health Environmental Health Sciences division
- Coordinated and emceed the 7th Annual EHS Symposium for EHS staff, faculty, and students

SKILLS

- ArcGIS

- Community outreach
- Event planning
- Grant writing
- HTML / CSS
- Microsoft suite
- Newsletter development
- Project management
- Public speaking
- R statistical software
- Survey development
- Training curriculum development

Application Form

Profile

Susan _____ E _____ Heckly _____
First Name Middle Initial Last Name

_____ Suite or Apt
Home Address

Pleasant Hill _____ CA _____
City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 4

Retired _____
Employer Job Title

Length of Employment

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

41 years

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Fish & Wildlife Committee: Submitted

Seat Name

Susan E Heckly

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

Almost all meetings since 1995

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

UC Davis

Degree Type / Course of Study / Major

BA, Art Practice

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Cal State Hayward

Degree Type / Course of Study / Major

BS, Biology

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

UC Master Gardener

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I would like to continue serving on this committee. I think it is important to continue to use insights learned over my career and in current studies to help address conflicts and issues concerning wildlife and our suburban environment. It is also important to facilitate projects that improve habitat for wildlife or educate the public about protecting our natural resources. I appreciate Supervisor Anderson's willingness to have let me serve, even though I moved to another Supervisor's district in 2016.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I worked at Lindsay Wildlife Hospital for 30 years, starting as a volunteer, then working on staff as Hospital Director. One of my main interests was trying to mitigate conflicts that occur between people and wildlife through education.

[Upload a Resume](#)

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

Fish and Wildlife Committee, IPM Advisory Committee

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Currently UC Master Gardener (since 2009) working on the Help Desk answering residents' many questions about gardening, pest control, etc. Working on the International Wildlife Rehabilitation Council's Course Development Committee creating science-based courses for wildlife rehabilitators worldwide. (since 2013) Served on the board of International Wildlife Rehabilitation Council 1992-2007.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

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?

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 understand 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

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 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Application Form

Profile

Carlos _____ I _____ Agurto _____
First Name Middle Initial Last Name

_____ Suite or Apt
Home Address

Antioch _____ CA _____
City State Postal Code

Business: _____
Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 3

Agurto Corporation dba Pestec _____ President _____
Employer Job Title

Length of Employment

20 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

5

How long have you lived or worked in Contra Costa County?

39

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Integrated Pest Management Advisory Committee: Submitted

Seat Name

County Pest Management Contractor

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

60+

Education

Select the option that applies to your high school education *

High School Diploma

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 Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Structural Pest Control Branch Operators Licence, Qualified Applicators Licence from the Dept. of Pesticide Regulation

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I'm personally and professionally committed to the pest management standards outlined in the Contra Costa County IPM Policy and am eager to support the ongoing refinement of County operations.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have been in this seat for over 10 years and hope to continue my service.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

IPM Advisory Committee

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

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?

Yes No

If Yes, please identify the nature of the relationship:

Pestec has been awarded consecutive, competitive contracts for structural pest management with the Public Works Department. That contract requires a representative from our company to serve in this seat. I will continue to recuse myself from any deliberations that may have the appearance of a conflict of interest.

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 understand 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

Important Information

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 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

**TENTATIVE
INTEGRATED PEST MANAGEMENT
ADVISORY COMMITTEE
ROSTER**
(Items in gray pending BOS action on 2/28/2023)

Seat Title	Appointee Name	City of Residence/Primary Work Location	Term Expiration	Voting?
Public Member 1 – At Large	Susan Captain	Moraga	December 31, 2023	YES
Public Member 2 – At Large	Stephen Prée	Richmond	December 31, 2023	YES
Public Member 3 – At Large	Susanna Thompson	Brentwood	December 31, 2026	YES
Environmental Organization – At Large Seat	Roxana Lucero	Pittsburg	December 31, 2026	YES
Sustainability Commission Representative	Kimberly Hazard	Richmond	March 31, 2025	YES
Public Member – Fish and Wildlife Committee Representative	Susan Heckly	Pleasant Hill	February 28, 2026	YES
Public Member Alternate	Thomas Fenster	Richmond	December 31, 2026	Only if public member/Sust. rep/F&W rep is absent
County/Unincorporated County Stormwater Program Representative	Michele Mancuso	Martinez	None	YES
Health Services Department Representative	Sara Levin	Martinez	None	YES
Agriculture Commissioner or Designee	Beth Slate	Concord	None	NO
Public Works Deputy Director or Designee	Chris Lau	Martinez	None	NO
Public Works Facilities Director or Designee	Dave Lavelle	Martinez	None	NO
County Pest Management Contractor	Carlos Agurto	Antioch	None	NO



Contra
Costa
County

To: Board of Supervisors
From: Esa Ehmen-Krause, County Probation Officer
Date: February 28, 2023

Subject: Appropriation and Revenue Adjustment for the Purchase of Vehicles for the Probation Department's Pretrial Program

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No. 5033 authorizing the transfer of \$105,000 from Probation Programs to Public Works Fleet for the purchase of three (3) vehicles that will be utilized to enhance community outreach and monitoring of the Pretrial services population.

FISCAL IMPACT:

This action increases appropriations in the Public Works Fleet Internal Service Fund (0064) by \$105,000, and reduces appropriations in Probation Programs (0308) by that amount. The new vehicles will be funded by the SB129 Pretrial Release Program.

BACKGROUND:

Senate Bill 129 allocated funding to every Superior Court in California to support judicial officers in making pretrial release decisions that impose the least restrictive conditions to address public safety, and to implement appropriate monitoring practices and provides services for released individuals.

The funding received includes one time funding and on going funding. The Probation Department is using a portion of the one time funds to purchase three vehicles. The vehicles will allow staff assigned in the Pretrial Unit to monitor and connect clients with much needed services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Chris De Dios, 925-313-4120

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, appropriations will not be properly allocated. Additionally the Probation Department Pretrial Unit would be restricted in their ability to respond to the needs of our Pretrial population.

ATTACHMENTS

TC24/27 AP005033

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:	
FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input checked="" type="checkbox"/>	COUNTY ADMINISTRATOR
<input checked="" type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0064 ISF Fleet Services		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
4284	9951	REIMBURSEMENTS - GOV/GOV	105,000.00	
TOTALS			105,000.00	0.00

APPROVED

AUDITOR – CONTROLLER
By: [Signature] Date 1/4/23

COUNTY ADMINISTRATOR
By: [Signature] Date 1-12-23

BOARD OF SUPERVISORS

YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST
Transfer of appropriations from Probation to Fleet Services for the purchase of 3 vehicles for the Pretrial Release Program.

PREPARED BY: Sarah Shkidi [Signature]
TITLE: Chief of Administrative Services
DATE: 12/1/2022

REVENUE ADJ. JOURNAL NO. RAOO 5033

AIR 52005-1/17/23

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: 0308 PROBATION PROGRAMS			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
3047	2310	Non-Cty Specialized Svcs	105,000	00	
3047	5011	Reimbursement-Gov/Gov			105,000 00
4284	4953	Autos and Trucks			105,000 00
TOTALS			105,000	00	210,000 00

<p>APPROVED</p> <p>AUDITOR-CONTROLLER: BY:  DATE <u>11/4/23</u></p> <p>COUNTY ADMINISTRATOR: BY:  DATE <u>1-12-23</u></p> <p>BOARD OF SUPERVISORS: YES: _____</p> <p>NO: _____</p> <p>BY: _____ DATE _____</p>	<p>EXPLANATION OF REQUEST</p> <p>Transfer of appropriations from Probation to Fleet Services for the purchase of 3 vehicles for the Pretrial Release Program.</p> <hr/> <p>Sarah Shkidi Chief of Administrative Services 12/1/2022</p> <p style="text-align: center;">SIGNATURE TITLE DATE</p> <p> APPROPRIATION APOO <u>5033</u></p> <p style="text-align: center;">ADJ. JOURNAL NO.</p>
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Contra
Costa
County

To: Board of Supervisors
From: Beth Ward, Animal Services Director
Date: February 28, 2023

Subject: Appropriations Adjustment within the Animal Benefit Fund for the Spay and Neuter Program Allocations

RECOMMENDATION(S):

APPROVE Appropriations and Revenue Adjustment No. 005042 authorizing revenue in the amount of \$6,280 from the Animal Benefit Fund Balance and appropriating it for the Animal Benefit Fund Spay and Neuter Program in the Animal Services Department.

FISCAL IMPACT:

\$6,280 would be appropriated from fund balance. (100% Animal Benefit Fund)

BACKGROUND:

On December 8, 2020, the Contra Costa County Board of Supervisors approved and adopted Resolution No. 2020/326 which authorized the Department Director to implement the following programs within the Animal Benefit Fund beginning FY 2021/22:

1. Medical Assistance Program: This program is for medical assistance and emergency veterinary care for animals that are in the County's jurisdiction and/or have been accepted into the County shelter's care. Funds will be used for medical care over and above the mandated medical care for animals in the care of the shelter and who need further assistance to be made available for adoption or released to a transfer agency. Funds may also be used to provide necessary medical care to an animal to help keep the animal out of the shelter.
- 2.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Arturo Castillo, 925-608-8470

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Humane Education Program: This program helps to support humane education services in our county either by bringing people into County shelter or taking County education programs “on the road” into the community. Humane Education support may also be used to help pet owners resolve behavioral problems that might otherwise cause them to give up their pet, to help shelter animals with behavioral issues that might keep them from being easily adopted, and to create humane education programs for school age children.

- Shelter Intervention Program: Often, families in a crisis turn to surrendering their pet to a shelter due to lack of financial resources. The intervention program helps to provide resources to keep animals in their homes. Examples of intervention tools: spay/neuter, behavior/training assistance, fence repair and grooming. This program may also be used to help domestic violence victims or seniors on limited incomes to keep their pets in their lives when they may otherwise have had to consider relinquishment due to lack of funds for basic daily needs or medical concerns.
- Spay Neuter and Wellness Program: This program would make spay/neuter, vaccinations, and microchips more affordable and accessible in Contra Costa County. Contra Costa Animal Services will accomplish this by establishing partnerships and developing mobile programs to reach into the areas of our county in greatest need, targeting the species/breeds of animals most likely to be found in our shelter, and supporting healthy community cats through TNR/RTF (trap-neuter-return / return- to-field) and Working Cat Adoptions.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Animal Benefit Fund spay and neuter program will not have the funds for additional spay and neuter services for the community.

CHILDREN'S IMPACT STATEMENT:

N/A

ATTACHMENTS

TC24/27_AP005042

AUDITOR-CONTROLLER USE ONLY

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C 24**

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT :			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
3354	9990	Fund Balance Available	6,280	00	00
TOTALS			6,280	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 2/2/23

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

The Animal Services department is requesting to increase the Animal Benefit Fund Org 3354 2310 account to reimburse pending FY 2021/22 spay and neuter contract contract demands.

DocuSigned by:


67CC177E35344AC...
SIGNATURE

Arturo Castillo, Administration Servi

TITLE DATE 1/31/2023

REVENUE ADJ. RAOO 5042

JOURNAL NO.

**CONTRA COSTA COUNTY
 APPROPRIATION ADJUSTMENT /
 ALLOCATION ADJUSTMENT
 TIC 27**

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Animal Services - Animal Benefit Fund		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
3354	2310	SPAY AND NEUTER		6,280 00
TOTALS			0 00	6,280 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 2/2/23

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST:

The Animal Services department is requesting an appropriation adjustment to increase the Animal Benefit Fund Org 3354 2310 account to payout the pending Paw Fund FY 2021/22 February and March 2022 demands.

DocuSigned by:



Arturo Castillo, Administration Ser

67CC177E35344AC

SIGNATURE

TITLE

DATE 1/31/2023

APPROPRIATION

APOO

5042

ADJ. JOURNAL NO.

BY: _____ DATE _____



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Appropriation Adjustment - Office of the Sheriff Custody Services Projects

RECOMMENDATION(S):

APPROVE Appropriations and Revenue Adjustment No.005046 authorizing new revenue in the amount of \$980,695 from the State Criminal Alien Assistance Program (SCAAP) - appropriating \$480,695 to the Custody Services Bureau (0300) for various equipment and projects in the West County Detention Facility (2580) and Martinez Detention Facility (2578) and appropriating \$500,000 to the Plant Acquisition-Sheriff Detention Facilities account (0111/4411) to fund capital projects.

FISCAL IMPACT:

This action increases revenues and appropriations by \$980,695. There is no impact on the County General Fund.

BACKGROUND:

The Bureau of Justice Assistance (BJA) administers the State Criminal Alien Assistance Program (SCAAP) in conjunction with the U.S. Immigration and Customs Enforcement (ICE), Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Heike Anderson, (925) 655-0023

By: , Deputy

BACKGROUND: (CONT'D)

for at least 4 consecutive days during the reporting period. The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only.

The Office of the Sheriff received \$980,695 in additional SCAAP revenue. The Office of the Sheriff plans to use \$480,695 to fund ongoing and future capital projects. \$500,000 will be used for the camera security system project in the Martinez Detention Facility (4411/2578) and the intercom system and video system project in the West County Detention Facility (4411/2580).

CONSEQUENCE OF NEGATIVE ACTION:

Expenditure appropriations and offsetting revenue identified to fund this equipment and projects will not be reflected in the County Budget.

ATTACHMENTS

TC24/27 AP05046

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: (0300) Sheriff's Office Custody Services Bureau			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
2590	9814	CARE OF PRISONERS	980,695	00	
TOTALS			980,695	00	0 00

APPROVED

EXPLANATION OF REQUEST

AUDITOR-CONTROLLER:

BY:  DATE 2/16/23

COUNTY ADMINISTRATOR:

BY:  DATE 2/22/23

BOARD OF SUPERVISORS:

YES:

NO:

To appropriate new revenue to CSB (0300) for video and intercom systems in WCDF (2580) and security cameras in MDF (2578).

 Fiscal Officer
7 SIGNATURE TITLE DATE 2/9/2023

BY: _____ DATE _____

REVENUE ADJ. JOURNAL NO. RAOO 5046

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office Custody Services Bureau (0300)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
2578	4952	INSTITUTIONL EQUIP & FURN			230,695 00
2580	4952	INSTITUTIONL EQUIP & FURN			250,000 00
2590	5022	INTRAFUND-TRANS-SERVICES			500,000 00
4411	4324	010-RPLC SECURITY CAMERAS			200,000 00
4411	4349	390-INTERCOM SYSTEM			300,000 00
4411	5022	INTRAFUND-TRANS-SERVICES	500,000	00	
TOTALS			500,000	00	1,480,695 00

APPROVED

AUDITOR-CONTROLLER:

BY: [Signature] DATE 2/16/23

COUNTY ADMINISTRATOR:

BY: [Signature] DATE 2/23/23

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To appropriate new revenue to CSB (0300) for capital projects & intercom systems in WCDF (2580/4411) and security cameras in MDF (2578/4411).

[Signature] Fiscal Officer 9/28/2022
SIGNATURE TITLE DATE

APPROPRIATION APOO 5046
ADJ. JOURNAL NO.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Appropriation Adjustment - Replacement of 3 vehicles for Office of the Sheriff

RECOMMENDATION(S):

Sheriff's Office-Technical Services Division (2512) / Public Works ISF Fleet Services (0064): APPROVE Appropriation Adjustment No. 5044 authorizing the transfer of appropriations in the amount of \$200,186 from the Sheriff's Office-Technical Services Division (2512) to Public Works ISF Fleet Services (0064) for the purchase of 3 replacement vehicles for the Office of the Sheriff.

FISCAL IMPACT:

This action increases appropriations in Public Works ISF Fleet Services (0064) and reduces appropriations in the Office of the Sheriff Technical Services Division (2512) by \$200,186.

BACKGROUND:

The Office of the Sheriff has to replace 3 vehicles. Due to the limited ability to purchase vehicles following Covid-19 related production and shortage issues, the Sheriff's Office has secured vehicles off the lot. These will replace ISF vehicles for 2589, 3866 and 2587.

CONSEQUENCE OF NEGATIVE ACTION:

The Public Works department will not have sufficient expenditure appropriations to accommodate the Sheriff's Office request for a replacement vehicle.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: Heike Anderson, (925) 655-0023

By: , Deputy

ATTACHMENTS

TC24/27

AP005044

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT
T/C 24

ACCOUNT CODING		BUDGET UNIT: (0255) Sheriff to (0064) Public Works ISF			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
4284	9951	REIMBURSEMENTS GOV/GOV	200,186	00	
TOTALS			200,186	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 2/10/23

COUNTY ADMINISTRATOR:

BY:  DATE 2/22/23

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST

To transfer appropriations from the Sheriff's Office to PW for purchase of 3 replacement vehicles 2589, 3866, 2587

 Fiscal Officer 2/9/2023
SIGNATURE TITLE DATE

BY: _____ DATE _____

REVENUE ADJ. JOURNAL NO. RAOO 5044

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Sheriff's Office (0255) Public Works (0064)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
2512	4953	AUTOS & TRUCKS	200,186	00	
2512	5011	REIMBURSEMENTS-GOV/GOV			200,186 00
4284	4953	AUTOS & TRUCKS			200,186 00
TOTALS			200,186	00	400,372 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 2/10/23

COUNTY ADMINISTRATOR:

BY:  DATE 2/22/23

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

To transfer appropriations from the Sheriff's Office to PW for purchase of 3 replacement vehicles 2589, 3866, 2587

 Fiscal Officer
SIGNATURE TITLE DATE 2/9/2023

APPROPRIATION APOO 5044
ADJ. JOURNAL NO.



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Appropriate transfer from General Fund Capital Reserve

RECOMMENDATION(S):

APPROVE Appropriation Adjustment No.005047 and AUTHORIZE the transfer of \$13,050,000 from General Fund Capital Reserves to Plant Acquisition (0111) for the 651 Pine Street Administration Complex Demolition and Rebuild project and other capital projects.

FISCAL IMPACT:

100% General Fund Capital Reserve. Approximately \$4,000,000 pertaining to the construction of the 651 Pine Street administrative complex will be reimbursed with drawdowns from bond proceeds in fiscal year 2023-24.

BACKGROUND:

The 651 Pine Street demolition project and construction of a new administrative complex is funded by a combination of capital reserves and bond proceeds. Bond revenues are not able to be accrued and, therefore, there is a timeframe where costs are recorded but bond reimbursements are unable to be processed. Costs attributed to the rebuild portion of the project will ultimately be reimbursed by bond proceeds. Additionally, change orders issued for the Buchanan Field Airport terminal project and security upgrade projects at the Airport and Martinez and West County

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Laura Strobel (925) 655-2058

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Detention Facilities may require additional capital reserve funding as needed.

Capital Reserve transfer detail:

\$4,050,000 651 Pine Street tower demolition

\$4,000,000 651 Pine Street new administrative complex construction (reimbursable by bond proceeds)

\$5,000,000 construction change orders for airport terminal project and security upgrade, as well as Martinez and West County detention facility upgrade projects, as needed.

CONSEQUENCE OF NEGATIVE ACTION:

Funding appropriated in fiscal year 2022-23 will fall short of the estimate needed for current projects.

ATTACHMENTS

TC 24/27 AP5047

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR

ACCOUNT CODING		BUDGET UNIT: Plant Acquisition (0111)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4435	4470	Undesignated Capital Projects			5,000,000 00
4405	4356	001-651 Pine Demo			8,050,000 00
TOTALS			0	00	13,050,000 00

APPROVED

AUDITOR-CONTROLLER:
BY:  DATE 2/16/23

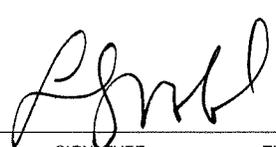
COUNTY ADMINISTRATOR:
BY:  DATE 2/22/23

BOARD OF SUPERVISORS:
YES:
NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST

Transfer funding from the General Fund Capital Reserve for the demolition of the 651 Tower, additional capital projects, and costs accrued to date that will be reimbursed in FY 23-24 by bond proceeds.

 DATE 2/10/2023

SIGNATURE _____ TITLE _____ DATE _____
APPROPRIATION _____ APOO 5047
ADJ. JOURNAL NO. _____



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Elections Infrastructure Initiative-- Support federal appropriations

RECOMMENDATION(S):

AUTHORIZE the Chair of the Board to send a letter of support to members of Congress for an appropriation of at least \$400 million to fund needed repairs and improvements to election infrastructure across the country in the 2024 fiscal year, as recommended by the County Clerk-Recorder and Registrar of Voters.

AUTHORIZE staff to amend the County's adopted [2023-24 Federal Legislative Platform](#) to include support for federal appropriations to fund needed repairs and improvements to the nation's election infrastructure.

FISCAL IMPACT:

There is no fiscal impact related to the requested advocacy efforts. If advocacy is successful, Contra Costa County and the state of California would stand to benefit from additional federal financial support of elections infrastructure.

BACKGROUND:

The County Clerk-Recorder and Registrar of Voters, Kristin Connelly, requests the Board of Supervisors' support for the "

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: L. DeLaney, (925) 655-2057

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Elections Infrastructure Initiative." The Center for Secure and Modern Elections (CSME) and the Center for Tech and Civic Life (CTCL)—in partnership with election officials and supportive organizations —have formed the Election Infrastructure Initiative to advocate for investments in critical election infrastructure of up to \$20 billion over 10 years. The initial request is for Congress to appropriate at least \$400 million to fund repairs and improvements to the nation's election infrastructure in the 2024 fiscal year, in advance of the election season. The request includes advocacy for funding to be allocated with two-thirds of the funds being sent directly to local election offices "where the need is greatest and most informed by local conditions," and one-third to state election officials to address statewide needs.

The Board of Supervisors' adopted 2023-24 Federal Legislative Platform does not include policy or principle language related to funding for elections infrastructure. While these requests would normally route through the County's Legislation Committee prior to advancing to the Board of Supervisors, due to the timing of the request and the meeting schedule for the Legislation Committee, the most expedient route to Board consideration of this matter was to include it on the February 28, 2023 agenda of the Board.

The advocacy letter template from the CSME and CTCL is included as Attachment A.

ATTACHMENTS

Attachment A: Letter of Support Template



February 2023

The Honorable Kevin McCarthy
Speaker
U.S. House of Representatives
2468 Rayburn House Office Building
Washington, DC 20515

The Honorable Hakeem Jeffries
Minority Leader
U.S. House of Representatives
2433 Rayburn House Office Building
Washington, DC 20515

The Honorable Chuck Schumer
Majority Leader
U.S. Senate
322 Hart Senate Office Building
Washington, DC 20510

The Honorable Mitch McConnell
Minority Leader
U.S. Senate
317 Russell Senate Office Building
Washington, DC 20510

RE: Bipartisan Call to Fund Local Election Departments

Dear Speaker McCarthy, Leader Schumer, Leader Jeffries, and Leader McConnell:

In a time when the public scrutiny of elections is higher than ever, elections offices require your support to meet the needs of the voters in their communities. That is why we are renewing our call for consistent, adequate funding to meet the full need of elections offices in future budget and appropriations cycles: \$20 billion over the next decade.¹

As a down payment on that investment, we are asking Congress to appropriate at least \$400 million to fund needed repairs and improvements to our nation's election infrastructure in the 2024 fiscal year in advance of the election season. We are continuing to advocate for this funding to be allocated with two-thirds of the funds being sent directly to local election offices where the need is greatest and most informed by local conditions, and one-third of the funds being sent to state election officials to address statewide needs.

¹ Charles Stewart III, "The Cost of Conducting Elections," Common Sense American and MIT Election Data + Science Lab, accessed October 1, 2022, <https://www.common senseamerican.org/wp-content/uploads/2022/05/TheCostofConductingElections-2022.pdf>; Mohr et al., "Election Administration Spending in Local Election Jurisdictions: Results from a Nationwide Data Collection Project" (paper submitted for the Election Sciences, Reform, and Administration (ESRA) conference, University of Wisconsin-Madison, July 26-27, 2018), <https://esra.wisc.edu/wp-content/uploads/sites/1556/2020/11/mohr.pdf>; National Academies of Sciences, Engineering, and Medicine, *Securing the Vote: Protecting American Democracy* (Washington, DC: The National Academies Press, 2018), 153.

While the 2022 midterm election was successfully and securely administered, local election officials across the country faced a multitude of resource constraints that made their jobs harder and impeded voter access. As the 2024 election cycle approaches, greater investment from the federal government is necessary to ensure the security of that election and to keep these constraints from recurring with potentially worse effects.

Local and state elections officials face massive, increasing challenges to making our elections possible, from rising security threats to the growing stock of aging equipment in need of replacement. Years of unmet infrastructure needs have led to challenges such as melted voting equipment, polling place closures, and cyber and physical security threats that hurt public trust in election security and limit access. At the same time, election offices are struggling to bear the price of basic necessities amidst higher labor costs and ballot paper supply shortages. These challenges are not unique to any single jurisdiction, they harm rural communities and urban communities; big states and small states alike.

Federal elections in particular are the costliest for local election officials to administer, due in part to their higher turnout and longer ballots, yet federal funding for election infrastructure has remained flat and minimal over successive federal budgets. The most recent budget allocation amounted to less than 30 cents per eligible voter.² Local election officials are seeing their machines degrade and supplies deplete, largely from their use in federal elections, but they receive little federal funding to defray these costs. Election offices need the federal government to pay its fair share of federal elections – if it continues to fail to do so, it will create long-lasting challenges for elections departments.

We understand that there are competing fiscal priorities, but this need cannot be ignored. The flat funding in the 2023 fiscal year budget was just not enough to fill the growing gaps in our election infrastructure. As we look to next year, we ask Congress to listen to local election officials rather than replicating a budget that has failed to meet their needs across the country. The federal government should adequately and responsibly invest in local election infrastructure in order to ensure efficient, safe, and fair elections across the country.

Sincerely,

² \$75,000,000 in funding spread amongst the 258,327,312 voting age population according to the US Department of Commerce. See: <https://www.federalregister.gov/documents/2022/03/30/2022-06654/estimates-of-the-voting-age-population-for-2021>.



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Board Member Appointment to the Board of the Green Empowerment Zone

RECOMMENDATION(S):

APPOINT Supervisor Gioia (D. I) to the board of directors of the Green Empowerment Zone and designate Supervisor Glover (D.V) as the alternate board member for Contra Costa County.

FISCAL IMPACT:

No fiscal impact associated with the appointment of a director to the board.

BACKGROUND:

On September 28, 2021, [AB 844 \(Grayson\)](#) was signed by Governor Newsom.

According to the Legislative Counsel's digest:

"This bill, until January 1, 2028, would authorize establishment of a Green Empowerment Zone for the Northern Waterfront area of the County of Contra Costa. The bill would authorize the Green Empowerment Zone to be composed of specified cities, upon adoption of a resolution by the city or county, and would provide for the Green Empowerment Zone to be governed by a board of directors. The bill would task the Green Empowerment Zone with various duties, including, among other things, identification of projects and programs that will best utilize public dollars and improve the economic vitality of the Northern Waterfront area of the County of Contra Costa in a coordinated effort to support the development of the clean energy economy.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: L. DeLaney, (925) 655-2057

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The bill would require the Green Empowerment Zone to create and maintain an internet website that is managed and updated by an entity designated by the board of directors, produce a report each year that includes recommendations for action by the Legislature and the progress of the zone, and post the report on its internet website, as specified."

The Contra Costa Green Empowerment Zone (the Zone) will provide an organizational framework to assist the region in a just transition to a lower carbon economy. The idea for a Green Empowerment Zone builds off of two previous efforts: The [Northern Waterfront Economic Development Initiative](#) and the [San Joaquin Valley Partnership](#). The Initiative has already laid the groundwork for the regional scope and membership of the Zone. The Partnership provides a framework for legislation and cooperation with Federal partners.

When fully implemented, the Zone will allow stakeholders to leverage the full scope of available economic development tools, including:

- Federal Empowerment Zones/Enterprise Communities
- The California Alternative Energy and Advanced Transportation Financing Authority (CAEATFA)
- The California Energy Commission's Clean Transportation Program
- The California Workforce Development Board's High Road Training Partnerships Program

The Green Empowerment Zone will be governed by an executive board of directors with the following duties:

- Identify projects and programs that will best utilize public dollars to support the development of the green and advanced technology industry.
- Serve as a clearinghouse to coordinate and leverage federal, state, local, and private sector resources in an effort to address critical needs in the region.
- Work with local elected officials, members of the State Legislature, and the state's congressional delegation and federal officials to gain support for projects identified by the partnership as critical to the region's economic development.

Assembly member Tim Grayson has requested that Contra Costa County choose its representative for the Green Empowerment Zone's board of directors. With the consent of the Board of Supervisors, Chair John Gioia will serve in this capacity, and Supervisor Federal Glover will serve as the alternate member on the board of directors.

CONSEQUENCE OF NEGATIVE ACTION:

Unless the Board of Supervisors selects a representative for the Green Empowerment Zone board of directors, the County will have no official representation on the board.



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: Federal Community Project Funding Requests for FY 2024

RECOMMENDATION(S):

1. AUTHORIZE the County Administrator, or designee, to submit FY 2024 Community Project Funding requests to the County's congressional delegation for submission to the federal Appropriations Committees in the House of Representatives and the Senate for FY 2024 federal funding consideration.
2. AUTHORIZE the Chair of the Board to sign letters of support on behalf of the Board of Supervisors for the projects submitted by Contra Costa County to members of the County's congressional delegation.

FISCAL IMPACT:

There is an unknown potential federal revenue increase from the selection of a Contra Costa County project for "Community Project Funding" in the FY 2024 federal budget. Local matching funds may be a requirement.

BACKGROUND:

On February 16, 2023, County Administrator's Office staff were notified by the County's federal lobbyists from Thorn Run Partners that the FY 2024 Community Project Funding requests for Senator Padilla's consideration were due Friday,

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: L. DeLaney, (925) 655-2057

By: , Deputy

cc:

BACKGROUND: (CONTD)

March 3, 2023. Senator Feinstein's deadline was established as March 13, 2023. Due to the delay in the issuance of the President's Budget, these early deadlines were not anticipated for FY 2024 Community Project Funding requests, which were formerly known as "earmarks." (The earmark process usually starts with the submission to Congress of the President's budget request, which is expected to take place in the first or second week of March.) Because of this compressed time schedule for submittal of project requests for consideration by our Senators, County staff were requested to submit projects to the County Administrator's Office by February 24, 2023.

Staff were requested to consider projects for submittal to our congressional delegation that are (or could be):

- Ready to receive funding;
- Supported by officials or others who will send letters of support;
- Projects for which a \$1M appropriation could make a substantive impact;
- Projects that leverage Measure X project allocations.

The Senate Appropriations Committee guidance for project submittals ([linked here](#)) was distributed to County staff.

As a reminder, for the past two federal budgets, the County has received federal Community Project Funding projects included in FY 2022 and FY 2023:

FY 2022

1	Contra Costa Crisis Services Hub	\$ 1,000,000
2	Mobile Crisis Response Team Expansion	\$ 1,061,552
3	Collaborative Care Implementation	\$ 900,000
4	Just Transition Economic Revitalization Plan	\$ 750,000
5	Veterans Memorial Building Improvements (D-11)	\$ 700,000
6	Veterans Memorial Building Improvements (D-9)	\$ <u>300,000</u>

\$ 4,711,552

(Note, the total does not include the \$1.5 million secured for East Contra Costa Fire Protection District, advanced by then-Congressman McNerney and Senator Padilla. In addition, funding for the Harmful Algal Bloom Demonstration Program for the Delta was secured in the amount of \$4 million, advanced by Congressman DeSaulnier.)

FY 2023

1	Strategies for Supporting Youth in the Community	\$ 1,180,000
2	Transition Aged Youth Diversion Program	\$ 1,000,000

At the time of writing this Board Order, the following projects had been put forth by County staff for federal FY 2024 Community Project Funding:

1. Knightsen Wetland Restoration
2. Bay Point Library Project
3. Byron Airport Utility Program
4. Sea Level Adaption Plan

As projects are submitted to the County Administrator's Office, they are vetted for applicability to the federal guidelines, prioritized, and budgetarily analyzed with consideration of equity. CAO staff anticipates additional project requests coming forward prior to the deadlines.

CONSEQUENCE OF NEGATIVE ACTION:

If the County Administrator, or designee, is not authorized to submit Community Project Funding requests to the County's congressional delegation, the County will miss an opportunity to receive federal funding in the FY 2024 budget when it is enacted.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Increase hours of (1) one vacant Occupational Therapist II (pos#8373) from 20/40 to 40/40 in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 26106 to increase the hours of one (1) vacant Occupational Therapist II (V5VH) position number #8373 (represented) in salary plan and grade TC5 1746 (\$8,015.43 - \$9,742.80) from part time (20/40) to full time in Health Services Department.

FISCAL IMPACT:

If approved, this will result in additional salary and benefit cost expenditure of approximately \$88,901 annually, which includes \$34,4754 in pension cost. The increased salary and benefit costs will be fully funded by 50% State and 50% County allocations.

BACKGROUND:

The Public Health Division of the Health Services Department houses the California Children's Services (CCS) program which is a State-mandated program required to provide services to the children in Contra Costa County with chronic neuromuscular conditions. CCS employs professional physical therapy and occupational therapy staff and clinical and administrative support staff.

CCS currently has one

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kimberly S. Gates, 925-957-5269

By: , Deputy

cc: Kimberly Gates, May Park, Jo-Anne Linares, Dora Regalado, Nati Flores

BACKGROUND: (CONT'D)

(1) vacant Occupational Therapist II position #8373 that has historically filled in a permanent part-time capacity of 20 hours per week. CCS has experienced an increase in referrals to provide therapy services to pediatric clients diagnosed with chronic neuromuscular conditions. To be able to address this increased caseload, the Public Health Division requests to increase the work hours of this part-time Occupational Therapist II to full-time (40 hours per week).

This increase in working hours will ensure CCS is able to meet the California Department of Health Care Services (DHCS) and the International Society for Clinical Densitometry (ISCD) requirements for a Medical Therapy Program to provide direct client evaluation and treatment for clients requiring occupational therapy as prescribed by a physician or specialist. Filling this position at full time is necessary to continue to serve the pediatric clients in our program.

By increasing the working hours from part-time to full-time, the Public Health Division will also lessen its reliance on contracted therapy staff and will lessen the number of pediatric clients currently on the waitlist.

CONSEQUENCE OF NEGATIVE ACTION:

If the additional hours to this position are not approved, CCS will not be able to meet the increasing number of caseloads in its pediatric clients program.

ATTACHMENTS

P300 No. 26106 HSD

POSITION ADJUSTMENT REQUEST

NO. 26106
DATE 12/30/2022

Department Health Services Department No./
Budget Unit No. 0450 Org No. 5891 Agency No. 818
Action Requested: Increase hours of a vacant Occupational Therapist II (V5VH) position# 8373 from 20/40 to 40/40
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: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$195,685.23 Net County Cost \$97,842.62
Total this FY \$89,689.07 N.C.C. this FY \$44,844.54

SOURCE OF FUNDING TO OFFSET ADJUSTMENT funded by the State 50% and County Allocations 50%

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kimberly S. Gates

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/2023

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

2/21/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, 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 Health Services

Date 12/09/22

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: February 28, 2023

Subject: Reassign one (1) Patient Financial Services Specialist position in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 26121 to reassign vacant Patient Financial Services Specialist (V9VB) position #12448 at salary plan and grade 3RX-1176 (\$4,547 - \$5,806) from Department 0540 to Department 0460 in the Health Services Department.

FISCAL IMPACT:

Upon approval, this request will shift an approximate annual cost of \$123,846, with \$27,020 in pension costs already included, from the Contra Costa Regional Medical Center and Health Centers department to the California Children's Services (CCS) department within the Health Services budget agency. The funding source to offset the increased cost to CCS, includes 17.5% County allocation and 82.5% State/Federal CCS Funds.

BACKGROUND:

The Health Services Department is requesting to reassign one (1) vacant Patient Financial Services Specialist position from Department #0540 (Hospital Enterprise), Cost Center #6577 (Financial Counseling) to Department #0460 (Health Services-California Children's Services), Cost Center #5890.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Health Personnel Unit,
925-957-5269

By: , Deputy

cc: Dora Regalado

BACKGROUND: (CONT'D)

The position is an appropriate classification to support the program's needs with administrative tasks in determining financial eligibility for over 4,500 clients within the program. Duties and responsibilities include interviewing patients to identify sources of payment on all inpatient and outpatient accounts including possible eligibility for Federal, State and County assistance including Medicare, Medi-Cal, Basic Health Care, Short-Doyle, Health Coverage Initiative and Healthy Families programs; assisting patients in the completion of applications for various health coverage programs; and educating patients regarding available options to reimburse the County for health care services.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, this position will not be properly allocated to the California Children's Services program and will negatively affect program activities.

ATTACHMENTS

P300 No. 52148 HSD

POSITION ADJUSTMENT REQUEST

NO. 52148
DATE 12/30/2022

Department Health Services
Department No./ Budget Unit No. 0460 Org No. 5890 Agency No. 818
Action Requested: Reassign one (1) Patient Financial Services Specialist (V9VB) position# 12448 from Department #0540 (Health Services-Hospital Enterprise), Cost Center #6577 (Financial Counseling) to Department #0460 (Health Services-California Children's Services), Cost Center #5890 (California Children's Services - Admin) in the Health Services Department

Proposed Effective Date: 3/1/2023

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$123,846.26 Net County Cost \$21,673.09
Total this FY \$123,846.26 N.C.C. this FY \$21,673.09

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 82.5% State/Federal CCS Funds and 17.5% County Funds

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kimberly S. Gates

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

2/21/2023

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

2/22/2023

- [] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [] DISAPPROVED []

Monica Nino, 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 Health Services

Date 12/09/22

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: February 28, 2023

Subject: Cancel one (1) Public Health Nutritionist – Project position and add one (1) Sr Public Health Nutritionist position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26108 to cancel one (1) Public Health Nutritionist – Project (V9W1), position #15884, at salary plan and grade TC5-1430 (\$5,862 - \$7,125), and add one (1) Senior Public Health Nutritionist (V9TE) position at salary plan and grade TC5-1526 (\$6,447 - \$7,836) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual cost increase of approximately \$12,966, with \$3,306 in pension cost included. This position will be fully offset by 100% California Department of Public Health/Women, Infants, and Children funding.

BACKGROUND:

The Public Health Division in the Health Services Department is requesting to cancel one Public Health Nutritionist - Project position that is no longer needed in the department and add one Senior Public Health Nutritionist position. The position will be responsible for, but not limited to assisting the Women, Infants, and Children (WIC) program in developing nutrition education and training materials, mentoring other staff, and providing counseling and education to high-risk participants. This position will be able to address the current needs of the WIC program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Larita Clow, (925) 957-5244

By: , Deputy

cc: Larita Clow, Jo-Anne Linares, Viviana Garcia, Kathi Caudel, Dora Regalado, Sherry Martija, Christine Austin

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, the position will not be properly allocated to Public Health and will negatively affect program activities.

ATTACHMENTS

P300 No. 26108 HSD

POSITION ADJUSTMENT REQUEST

NO. 26108
DATE 1/09/2023

Department Health Services Department No./ Budget Unit No. 0450 Org No. 5766 Agency No. A18
Action Requested: Cancel Public Health Nutritionist - Project (V9W1) position #15884 and add one (1) Senior Public Health Nutritionist (V9TE) position in the Health Services Department. (Represented)

Proposed Effective Date: 3/1/2023

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 \$12,966.00 Net County Cost \$0.00
Total this FY \$6,483.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: (100% CDPH/WIC)

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/23

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

2/22/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

Adjustment is APPROVED DISAPPROVED

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Reassign three (3) positions and its incumbents in the Health Services Department

RECOMMENDATION(S):

Adopt Position Adjustment Resolution No. 26109 to reassign one (1) Mental Health Program Supervisor (VQHP) position #16830 and its incumbent at salary plan and grade ZA5-1749 (\$8,039 - \$9,772), and two (2) Registered Nurse (VWXG) positions #16900, #16902, and the incumbents at salary plan and grade L32-1880 (\$11,542 - \$14,414) from Public Health (0450/5754) to Hospital Enterprise (0540/6377) in the Health Services Department. (Represented)

FISCAL IMPACT:

The annual cost of these positions are approximately \$720,521 with \$153,236 in pension costs already included. The request will properly allocate the positions into the department's Hospital Enterprise budget, which currently covers the expenditures. The positions will continue to be fully funded by the Health Care for the Homeless funding from Health Resources and Services Administration (HRSA) funds.

BACKGROUND:

The Health Services Department is requesting to reassign one (1) Mental Health Program Supervisor (VQHP) position #16830 and its incumbent, and two (2) Registered Nurse (VWXG) positions #16900, #16902, and its incumbents from Department 0450 (Health Services-Public Health), Cost Center 5754 (Whole Person Care) to Department

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Larita Clow, (925) 957-5244

By: , Deputy

BACKGROUND: (CONT'D)

0540 (Health Services-Hospital Enterprise), Cost Center 6377 (Health Care For Homeless).

The Public Health Department is requesting to reassign these positions to continue to support the Health Care for the Homeless teams. Since hired, these employees have been working with the Health Care for the Homeless Program. The request is being made so the positions will be properly reflected in the cost centers where the expenses are currently and will continue to be charged to.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, these positions will not be properly allocated to the Health Care for the Homeless Program.

ATTACHMENTS

P300 No. 26109 HSD

POSITION ADJUSTMENT REQUEST

NO. 26109
DATE 1/10/2023

Department Health Services
Department No./ Budget Unit No. 0450 Org No. 5761 Agency No. A18

Action Requested: Reassign one (1) Mental Health Program Supervisor (VQHP) position #16830 and its incumbent (employee #88269), and two (2) Registered Nurse (VWXG) positions #16900, #16902, and its incumbents (employee #81770 and #72275) from Public Health (0450/5754) to Hospital Enterprise (0540/6377) in the Health Services Department. (Represented)

Proposed Effective Date: 2/1/2023

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$720,521.00 Net County Cost \$0.00
Total this FY \$360,261.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Health Resources and Services Administration funds

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus

2/21/23

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 2/22/2023

- [] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Monica Nino, Clerk of the Board of Supervisors and County Administrator

Adjustment is APPROVED [] DISAPPROVED []

DATE

BY

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Increase the Hours of One Licensed Vocational Nurse and its Incumbent within the Contra Costa Health Plan in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26110 to increase the hours of one (1) Licensed Vocational Nurse (VT7G) position No. 14382 and its incumbent at salary plan and grade TAX-1287 (\$5,075 - \$6,481) from 20/40 to 24/40 in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this will result in an annual cost increase of \$11,827, with \$1,170 in pension costs already included. This cost increase will be 100% funded by Contra Costa Health Plan Member Premium Payments.

BACKGROUND:

The Advice Nurse unit within the Contra Costa Health Plan (CCHP) recently increased the number of Targeted Care Coordination (TCC) Providers per session due to the high demand of calls being received from health plan members. There is a need for a Licensed Vocational Nurse to assist the TCC Providers to follow up with patients after the TCC telehealth visit and also assist with non-medical calls. Due to this need, CCHP requests to increase the working hours of position #14382 and its incumbent from 20/40 to 24/40, effective March 1, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the unit will not have adequate staff and will not be able to keep up with the high demand of calls.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lauren Jimenez, 925-957-5262

By: , Deputy

ATTACHMENTS

P300 No. 26110 HSD

POSITION ADJUSTMENT REQUEST

NO. 26110
DATE 1/17/2023

Department Health Services Department No./
Budget Unit No. 0860 Org No. 6119

Agency No. 18

Action Requested: Increase the hours of one (1) Licensed Vocational Nurse (VT7G) position no. 14382 and its incumbent from 20/40 to 24/40 in the Health Services Department (Represented)

Proposed Effective Date: 3/1/2023

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 increase \$11,82.00 Net County Cost \$0.00
Total this FY \$4,928.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% CC Health Plan Member Premium Payments

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Laurén Jimenez

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/23

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 2/22/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

Adjustment is APPROVED DISAPPROVED

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Decrease the Hours of One (1) Vacant Pediatrician-Ambulatory - Exempt (VPS9) Position No. 7778 in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26111 to decrease the hours of one (1) vacant Pediatrician-Ambulatory - Exempt (VPS9) position No. 7778 at salary plan and grade 1PX-1009 (\$17,348 - \$19,854) from 40/40 to 31/40 in the Health Services Department. (Represented)

FISCAL IMPACT:

This action will result in an annual cost savings of approximately \$81,525, with \$20,789 in pension costs already included. The cost savings will be to the Hospital Enterprise Fund I.

BACKGROUND:

The Health Services Department has determined that the Nursery Unit at Contra Costa Regional Medical Center needs a part-time Provider. The Medical Staffing Office requests to decrease the hours of vacant position #7778 and plans to hire a new Provider to work 31 hours per week, effective immediately. This request will not have any negative impact on the unit operations or patient service needs.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the department will not be able to hire a part-time provider in the Nursery unit.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lauren Jimenez, 925-957-5262

By: , Deputy

cc: Lauren Jimenez, Kathi Caudel, Gina Soleimanich, Linh Huynh

ATTACHMENTS

P300 No. 26111 HSD

POSITION ADJUSTMENT REQUEST

NO. 26111
DATE 1/25/2023

Department Health Services Department No./
Budget Unit No. 0540 Org No. 6302 Agency No. 18

Action Requested: Decrease the hours of one (1) vacant Pediatrician-Ambulatory - Exempt (VPS9) position no. 7778 from 40/40 to 31/40 in the Health Services Department (Represented)

Proposed Effective Date: 3/1/2023

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 savings (\$81,525.00) Net County Cost \$0.00

Total this FY (\$33,969.00) N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Cost Savings Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Laurén Jimenez

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/23

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

2/22/2023

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: Approve as recommended by the department

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, 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 _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Add one (1) Mental Health Program Chief position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26113 to add one (1) Mental Health Program Chief (VQDN) position at salary plan and grade ZA5-2029 (\$10,608 - \$12,894) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual cost of \$253,187, with \$60,002 in pension costs included. This position will be fully offset by 100% Hospital Enterprise Fund I revenues and the future elimination of a position within the Health Services Department.

BACKGROUND:

Contra Costa Regional Medical Center (CCRMC) is requesting to add one Mental Health Program Chief position. This position is needed to help with the oversight of Inpatient Psychiatry and Psychiatric Emergency Services (PES). The position will be responsible for, but not limited to managing bed review and placement activities for patients, being a liaison with Behavioral Health on all matters related to the psychiatric operation at CCRMC & Health Centers, and supervising behaviorists, social workers, medical social workers, and other staff throughout CCRMC.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Larita Clow, (925) 957-5244

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, this position will not be properly allocated to CCRMC and will negatively affect program activities.

ATTACHMENTS

P300 No. 26113 HSD

POSITION ADJUSTMENT REQUEST

NO. 26113
DATE 1/11/2023

Department Health Services Department No./
Budget Unit No. 0540 Org No. 6544 Agency No. A18

Action Requested: Add one (1) Mental Health Program Chief (VQDN) position in the Health Services Department. (Represented)

Proposed Effective Date: 2/1/2023

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 \$253,187.00 Net County Cost \$0.00
Total this FY \$126,593.50 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

1/30/23

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

2/22/2023

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, 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 _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Karen Caoile, Director of Risk Management
Date: February 28, 2023

Subject: Reallocate the Salary of Assistant Risk Manager Classification

RECOMMENDATION(S):

ADOPT Position Resolution No. 26086 to reallocate the salary of Assistant Risk Manager (AJDP) (unrepresented) from seven step salary plan and grade B85 1804 (\$8,492.47 – \$11,380.72) to five step salary plan and grade B85 1804 (\$9,362.95 - \$11,380.73) and place employee #86865 (Position #6419) at the new step one in the Risk Management Department.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Risk Management Department has had difficulty recruiting and retaining qualified Assistant Risk Managers in a large part due to non-competitive compensation. Market conditions have increased salaries across all employment sectors and has made it increasingly more difficult to recruit and retain experienced professionals in risk management. To proactively mitigate an increasingly more competitive market of qualified job candidates, the department seeks to reallocate the salary schedule of the Assistant Risk Manager classification to provide a more attractive and competitive compensation structure to attract top

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Karen Caoile, (925) 335-1400

By: , Deputy

cc: Sharon Brown

BACKGROUND: (CONT'D)

quality candidates to the County Risk Management Department. The proposed change will reduce the salary range from seven steps to five steps via the removal of the two lowest steps.

Additionally, Risk Management is requesting to place the incumbent Assistant Risk Manager at the new step one effective March 1, 2023. Employee number 86865 would remain at step one of the range with an effective salary increase from \$8,492.47 to \$9,362.95 per month.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Risk Management Department will continue to have difficulty recruiting qualified candidates, as well as retaining experienced employees, leaving the department understaffed to meet service and management needs.

ATTACHMENTS

52353_P300 26086

AIR 52353_P300 26086_Reallocate Salary.

POSITION ADJUSTMENT REQUEST

NO. 26086
DATE 12/22/2022

Department Risk Management Department Department No./
Budget Unit No. 0150 Org No. 1505 Agency No. 02

Action Requested: Reallocate the salary of Assistant Risk Manager (AJDP) from seven step salary plan and grade B85 1804 (\$8,492.47 – \$11,380.72) to 5 step salary plan and grade B85 XXXX (\$9,362.95 - \$11,380.73) and place the incumbent employee #86865 (Position #6419) at the new step 1, in the Risk Management Department.

Proposed Effective Date: 3/1/2023

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Karen Caoile, Director

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Jason Chan

1/30/2023

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 _____

- 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

Monica Nino, 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 _____

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.

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 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

NO. 26086
DATE 12/22/2022

Department Risk Management Department
Department No./ Budget Unit No. 0150 Org No. 1505 Agency No. 02
Action Requested: Reallocate the salary of Assistant Risk Manager (AJDP) from seven step salary plan and grade B85 1804 (\$8,492.47 - \$11,380.72) to 5 step salary plan and grade B85 XXXX (\$9,362.95 - \$11,380.73) and place the incumbent employee #86865 (Position #6419) at the new step 1, in the Risk Management Department.

Proposed Effective Date: 3/1/2023

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Karen Caoile, Director

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Jason Chan

1/30/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/1/2023

Reallocate the salary of Assistant Risk Manager (AJDP) from seven step salary plan and grade B85 1804 (\$8,492.47-\$11,380.72) to five step salary plan and grade B85 1804 (\$9,362.95-\$11,380.73) and place employee #86865 (Position #6419) at the new step one in the Risk Management Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [x] Day following Board Action.
[] (Date)

Amanda Monson

2/1/2023

(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:

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

Adjustment is APPROVED [] DISAPPROVED []

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Ann Elliott, Human Resources Director
Date: February 28, 2023

Subject: Convert Performance Pay Steps for Unrepresented Job Classifications To Merit Steps

RECOMMENDATION(S):

ADOPT Resolution No. 2023/41 Conversion of Performance Pay Steps to Merit Steps; converts Performance Pay steps to Merit Steps for unrepresented job classifications.

FISCAL IMPACT:

There is no Fiscal impact for this action due to steps that have already been issued as performance pay.

BACKGROUND:

In 1994, a Position Adjustment Request was approved by the Board of Supervisors that reallocated the salary of various management level classifications to include performance pay steps for advancement beyond the initial appointment. The procedures and the criteria for granting and rescinding the performance pay steps were adopted in individual resolutions by job class. Outstanding performance was extended to management classes while addressing concerns that were raised by the 1993/1994 Grand Jury regarding the evaluation of an employees' performance in relation to achieving specific identified objectives. Additional Performance Pay resolutions were added for a variety of job classes, including non-management classes, and discontinued for others through the

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ann Elliott, (925) 655-2147

By: , Deputy

cc:

BACKGROUND: (CONT'D)

early 2000's era. Since that time, performance pay has evolved into a common practice of approving all available steps once the merit steps have been achieved. Employees are often advanced to the top of their salary range for both merit and performance pay steps. Staff retention is an ongoing challenge with the increased pressure of a national workforce shortage and the Great Resignation. Conversion of the performance steps to be included in the merit step range allows departments more flexibility to provide appropriate pay levels for their employees without the limitations of the performance pay criteria.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved outstanding performance pay steps will not be converted to merit steps impacting the ability of departments to provide appropriate pay for their employees.

ATTACHMENTS

Resolution 2023/41

Attachment A List Unrepresented Job Classes With Perf Pay

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/41

In The Matter Of: The Conversion of Performance Pay Steps to Merit Steps; converts Performance Pay steps for unrepresented job classifications with Performance Pay steps to Merit Steps.

WHEREAS, the County Administrator's Office and the Human Resources Department recognize the need to convert the Performance Pay steps to Merit Pay Steps for all unrepresented job classifications with Performance Pay Steps and reallocate the unrepresented classifications on the salary schedule.

WHEREAS, Attachment A lists the unrepresented job classifications with Performance Pay steps to convert to Merit Steps

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisor of Contra Costa County:

1) This Resolution supersedes and replaces Pay for Performance Resolutions for unrepresented job classifications as it is now unnecessary and obsolete and 2) CONVERT the Performance Pay steps to Merit Steps.

I hereby certify that this 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: Ann Elliott, (925) 655-2147

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENT A

Unrepresented Job Classifications With Performance Pay

Page 1

Asst County Tax Collector – Exempt (S5D1)

Administrative Services Officer (APDB)

Aging/Adult Services Director – Exempt (XQD2)

Assistant County Assessor-Exempt (DAB1)

Assistant County Counsel-Exempt (2ED1)

Assistant County Treasurer-Exempt (S5B4)

Assistant Risk Manager (AJDP)

Attorney Advance Child Support Services (29TA)

Attorney Basic-Child Support Services (29VA)

Chief Assistant Director-DCSS (SMBA)

Chief of Labor Relations – Exempt (ADD8)

Children and Family Services Director – Exempt (XAD5)

Civil Litigation Attorney Advanced (2ETG)

Community Services Director – Exempt (CCD1)

County Surveyor – Exempt (NAF1)

DA Chief of Administrative Services (APDD)

DA Program Assistant – Exempt (J3T7)

ATTACHMENT A

Unrepresented Job Classifications With Performance Pay

Page 2

Departmental Fiscal Officer (APSA)

Deputy County Counsel-Advanced (2ETK)

EHS Director Of Administration – Exempt (XAD6)

Executive Assistant II To County Administrator – Exempt (J3H2)

Executive Secretary – Exempt (J3T5)

Executive Secretary – DCSS (J3TJ)

Exempt Medical Staff Podiatrist (VPS2)

Probation Chief of Administrative Services (APDJ)

Public Works Chief of Fiscal Services (APDF)

Sheriff's Executive Assistant – Exempt (J3T0)



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Cancel Six (6) Primary Care Provider-LMTD-EX (VPT6) Positions & Add Six (6) Primary Care Provider-EX (VPT5) Positions in the Health Services Dept

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26114 to cancel six (6) vacant Primary Care Provider-LMTD-Exempt (VPT6) positions at salary plan and grade 1PX-1000 (\$17,464 - \$19,917) and add six (6) Primary Care Provider-Exempt (VPT5) positions at salary plan and grade 1PX-1000 (\$17,464 - \$19,917) in the Health Services Department. (Represented)

CANCEL (VPT6) Dept 0540:

1. Position no. 14787 (29/40 hours), Org 6384
2. Position no. 8613 (36/40 hours), Org 6384
3. Position no. 8606 (40/40 hours), Org 6384
4. Position no. 14303 (40/40 hours), Org 6384
5. Position no. 9109 (35/40 hours), Org 6384
6. Position no. 15437 (31/40 hours), Org 6410

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lauren Jimenez, 925-957-5262

By: , Deputy

cc: Lauren Jimenez, Kathi Caudel, Gina Soleimanich, Linh Huynh

RECOMMENDATION(S): (CONT'D)

ADD (VPT5) Dept 0540:

1. Two (2) 40/40 hours positions, Org 6384
2. One (1) 31/40 hours position, Org 6384
3. One (1) 35/40 hours position, Org 6384
4. One (1) 35/40 hours position, Org 6384
5. One (1) 31/40 hours position, Org 6410

FISCAL IMPACT:

Upon approval, this action will result in an annual cost increase of approximately \$9,087, with \$2,317 in pension costs already included. This cost increase will be 100% funded by Hospital Enterprise Fund I.

BACKGROUND:

The Primary Care Provider-LMTD-Exempt (VPT6) classification initially was created for existing employees; no external applicants qualify to be hired into this classification. In order to obtain the necessary staffing to ensure that service requirements are met, the unit plans to hire additional Primary Care Provider-Exempt (VPT5) positions in the next several months to keep up with the current healthcare service demands located at the West County Health Center and the Antioch Health Center.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the West County Health Center and the Antioch Health Center will not be able to hire additional Provider staff to provide necessary healthcare services to the community.

ATTACHMENTS

P300 No. 26114 HSD

POSITION ADJUSTMENT REQUEST

NO. 26114
DATE 1/26/2023

Department Health Services
Department No./ Budget Unit No. 0540 Org No. 6384 & 6410
Agency No. 18

Action Requested: Cancel six (6) vacant Primary Care Provider-LMTD-Exempt (VPT6) positions and add six (6) Primary Care Provider-Exempt (VPT5) positions in the Health Services Department (Represented)

Proposed Effective Date: 3/1/2023

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost increase \$9,087 Net County Cost \$0.00
Total this FY \$3,786 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% funded by Hospital Enterprise Fund I

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Laurén Jimenez
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for 2/21/23
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 2/22/2023

- [] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[X] Other: Approve as recommended by the department.

Enid Mendoza
(for) County Administrator

BOARD OF SUPERVISORS ACTION:
Adjustment is APPROVED [] DISAPPROVED []

Monica Nino, 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 _____

No. xxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

BACKGROUND: (CONT'D)

day-to-day operation of the County's employer-employee labor relations program. The recommended salary reallocation will align the newly retitled Labor Relations Technician classification with the Human Resources Technician and Personnel Technician classifications. The re-title and reallocation of this position will help to align this classification to other technician-level classifications in the County and will help address recruitment and retention issues in the Labor Relations Unit.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to retitle and reallocate the salary of the Labor Relations Assistant classification will result in improper salary and benefits for the position.

ATTACHMENTS

AIR 52452_P300 26117- Retitle-Reallocate salary of Labor Relations Assistant_BOS 2.28.23.docx

POSITION ADJUSTMENT REQUEST

NO. 26117
DATE 1/26/2023

Department County Administrator's Office Department No./
Budget Unit No. 003 Org No. 1220 Agency No. 03

Action Requested: ADOPT Position Adjustment Resolution No. 26117 to reallocate the salary of the Labor Relations Assistant (AD7C) (unrepresented) from the six step salary plan and grade B85 1106 (\$5,196.96 - \$6,632.78) to a revised five step salary plan and grade \$5,729.65 - \$6,964.42 and place EE# 88238 at the new step 2, in the County Administrator's Office.

Proposed Effective Date: 2/8/2023

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 \$10,106 Net County Cost \$10,106
Total this FY \$0.00 N.C.C. this FY \$0.00

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.

David Sanford, Chief of Labor Relation

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Monica Nino

1/26/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/9/2023

Retitle and reallocate the salary for the Labor Relations Assistant (AD7C) (unrepresented) classification to Labor Relations Technician from the six step salary plan and grade B85 1106 (\$5,196.96 – \$6,632.78) to a revised five step salary plan and grade \$5,729.65 - \$6,964.42, and place current incumbent (EE# 88238) at the new step 2 in the County Administrator's Office.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____(Date)

Amanda Monson

2/9/2023

(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:

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

Adjustment is APPROVED DISAPPROVED

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Add three (3) Nurse Practitioner positions in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26122 to add three (3) Nurse Practitioner (VWSB) positions at salary plan and grade L35-1873 (\$13,261- \$16,561) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual cost of \$960,389 with \$231,216 in pension costs already included. These positions are fully funded by Mental Health Realignment revenues.

BACKGROUND:

The state of California has invested in training and recruiting Psychiatric Mental Health Nurse Practitioners (PMH-NP) to assist with the national shortage of Psychiatrists and mental health provider staffing crisis. The University of California, San Francisco (UCSF), which is the primary program in California to train PMH-NPs, has an ongoing partnership with the Behavioral Health Division to train PMH-NPs through this program. PMH-NPs are more available to our local population with less reliance on tele-psych services. The addition of three Nurse Practitioner positions will provide medication and psychiatric-level services for Specialty Mental Health beneficiaries in the Behavioral Health Clinics. This involves psychiatric assessments, follow-ups, and ongoing care for clients. Nurse Practitioners provide a viable and talented resource to expand Behavioral Health services and provide treatment for beneficiaries.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jenny Nicolas, 925-957-5267

By: , Deputy

cc: Jenny Nicolas, Jo-Anne Linares, Stacey Tupper, Faye Ny, Kathi Caudel, Cheri Shipley

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division risks being out of compliance with timeliness access to care and Network Adequacy Standards outlined by the Department of Health Care Services.

ATTACHMENTS

P300 No. 26122 HSD

POSITION ADJUSTMENT REQUEST

NO. 26122
DATE 2/6/2023

Department Health Services Department No./
Budget Unit No. 0467 Org No. vary Agency No. A18
Action Requested: Add three (3) Nurse Practitioner (VWSB) positions in the Health Services Department. (Represented)
Proposed Effective Date: 3/1/2023

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 \$960,389.22 Net County Cost \$0.00
Total this FY \$400,162.17 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Mental Health Realignment

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jenny Nicolas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

2/21/2023

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

2/23/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Monica Nino, Clerk of the Board of Supervisors
and County Administrator

Adjustment is APPROVED DISAPPROVED

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. _____

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: February 28, 2023

Subject: Add one (1) Mental Health Community Support Worker II in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 26123 to add one (1) Mental Health Community Support Worker II (VQVB) position at salary plan and grade TC5-0968 (\$3,710 - \$4,509) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action will result in an annual cost of \$100,181 with pension costs of \$20,985 already included. This position is fully funded by Mental Health Realignment revenues.

BACKGROUND:

The Behavioral Health Division is requesting to add one Mental Health Community Support Worker II position to support Behavioral Health Administration's Office for Consumer Empowerment (OCE). The OCE works towards system change to promote wellness, recovery, and resiliency for clients (peers) and family members through advocacy, training, and employment. The OCE team supports the Committee for Social Inclusion and the "I'm Not a Case" Campaign to promote the reduction of stigma and discrimination. The OCE also coordinates the County's Wellness Recovery Action Plan (WRAP) program and is the County's liaison for the Medi-Cal Peer Support Specialist Certification Program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: 925-957-5267

By: , Deputy

cc: Jenny Nicolas, Jo-Anne Linares, Stacey Tupper, Faye Ny, Kathi Caudel, Cheri Shipley

BACKGROUND: (CONT'D)

The Mental Health Community Support Worker II will be responsible for greeting and directing clients to the appropriate person to assist them. The position will also assist the OCE staff with projects related to reducing stigma, overcoming transportation barriers, and peer trainings.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Behavioral Health Division will not have adequate staff to provide peer-to-peer support to clients and their family members who are experiencing mental health issues.

ATTACHMENTS

P300 No. 26123 HSD

POSITION ADJUSTMENT REQUEST

NO. 26123
DATE 2/10/2023

Department Health Services

Department No./
Budget Unit No. 0467 Org No. 5941 Agency No. A18

Action Requested: Add one (1) Mental Health Community Support Worker II (VQVB) position in the Health Services Department. (Represented)

Proposed Effective Date: 3/1/2023

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 \$100,181.04 Net County Cost \$0.00
Total this FY \$41,742.10 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Mental Health Realignment revenues

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jenny Nicolas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kaitlyn Jeffus for

2/21/2023

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

2/23/2023

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

Monica Nino, 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 _____

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: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: AC Transit Law Enforcement Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to exercise a one-year option to extend the contract with the Alameda-Contra Costa Transit District (AC Transit) to extend the termination date from December 31, 2022 to December 31, 2023 and to increase the payment limit by \$3,121,732 to a new payment limit of \$6,048,138 to provide law enforcement services to AC Transit.

FISCAL IMPACT:

100% funded by the Alameda-Contra Costa Transit District.

BACKGROUND:

The Office of the Sheriff provides law enforcement services for the Alameda-Contra Costa Transit District (AC Transit) for the protection of the facilities, bus stops, equipment, employees and patrons. The Office of the Sheriff responds to incidents occurring onboard AC Transit buses, at bus stops and other AC Transit properties within Contra Costa County as set forth in the contract. Today's action will extend the existing contract for another year, through December 31, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Abigail Balana, 925-655-0008

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Negative action by the Board would result in the Sheriff's Office not being authorized to execute the contract for law enforcement services to AC Transit.

BACKGROUND:

As the County's Community Action Agency, EHSD Community Services Bureau (CSB) regularly receives CSBG funding to operate self-sufficiency programs under the advisement of the County's Economic Opportunity Council (EOC). The self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, food security, mental health access, employment, and economic development. Examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health & mental health services, and employment training.

On January 11, 2022, County Contract #39-813-54 (original agreement) in the amount of \$873,970 was approved (C.46).

On June 15, 2022, EHSD received notification of additional funding from the California Department of Community Services and Development (CSD) in the amount of \$42,568 which includes \$31,000 for discretionary use to expand or enhance program services and/or to increase agency capacity. On June 29, 2022, the EOC Business Meeting members approved to allocate the funds to one subcontractor, White Pony Express, in the amount of \$26,000 for food insecure clients, and \$5,000 for EOC Board Members to participate and attend local and national conferences. On August 16, 2022, County Contract #38-813-55 (amendment #1) in the amount of \$916,538 was approved (C.26).

On August 29, 2022, EHSD received notification of additional funding from the California Department of Community Services and Development (CSD) in the amount of \$8,945 which includes discretionary use to expand or enhance program services and/or to increase agency capacity. On October 27, 2022, The EOC Business Meeting members approved to allocate the funds to EOC Board Members and CSB staff for travel to conferences and training, in the amount of \$1,600. The EOC Business Meeting members also approved to allocate the funds for low-income population incentives (messenger bags and backpacks with items) to be distributed at three public hearings about 2023 Community Assessment and 2022-2024 Community Action Plan.

The term of this revenue agreement is effective for the period January 1, 2022 through May 31, 2023. The revenue increase of \$8,945 is effective August 29, 2022.

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.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the EHSD's Head Start program supports two (2) of Contra Costa County's community outcomes Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering partnerships with Community Based Organizations that include high quality services in nutrition, legal consultation, and health services to low-income children and families throughout Contra Costa County.

ATTACHMENTS

Resolution 2023/13

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/13

In The Matter Of: 2022-2023 Community Services Block Grant.

WHEREAS, the Employment and Human Services Department (Department) received notification of funding from the California Department of Community Services and Development on August 29, 2022, and **WHEREAS**, 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, and **WHEREAS**, the self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, food security, mental health access, employment, and economic development, and **WHEREAS**, examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health and mental health services, and employment training, and **WHEREAS**, this board order is to authorize the EHSD Director to execute a contract amendment to increase the payment limit by \$8,945 to \$925,483 for the 2022-2023 program year.

Now, Therefore, Be It Resolved: the Contra Costa County Board of Supervisors approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase the payment limit by \$8,945 to \$925,483 for Community Services Block Grant program services for period January 1, 2022 through May 31, 2023.

I hereby certify that this 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: C. Youngblood (925) 608-4964

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: 2022-23 California Department of Social Services General Child Care & Development Revenue Agreement Amendment #1

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a contract amendment with the California Department of Social Services revenue agreement CCTR 2028 to accept additional funds in the amount of \$46,170 for a new total funding limit of \$7,568,768, to provide additional general child care and development program services with no change to the term July 1, 2022 through June 30, 2023.

FISCAL IMPACT:

County to receive an additional \$46,170 (Amendment 1) for a new total funding limit of \$7,568,768 from the California Department of Social Services (CDSS), all of which has been budgeted in FY 2022-2023. Revenue is \$4,893,379 Federal (64.65% with AL #93.575 and #93.596) and \$2,675,389 State (35.35%). No required County match. State Agreement Number: CCTR 2028-01

BACKGROUND:

On December 15, 2022, CDSS notified the County of the contract amendment 1 for FY 2022-2023. The County receives funds to provide general childcare services to program-eligible families for children ages 0-3 years old. In order to be program eligible, families must meet at least one of these eligibility criteria: receiving cash aid, income eligible, experiencing homelessness, or recipients of protective services or at risk of being abused, neglected or exploited, and have an established need for child care.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: V. Kaplan, (925) 608-5052

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The program is operated by the Employment and Human Services Department, Community Services Bureau.

The Board of Supervisors approved the Continued Funding Application for fiscal year 2022-2023 to continue receiving funding for General Child Care and Development Program on January 18, 2022 (C.26). The Board approved the renewal agreement from California Department of Social Services in the amount of \$7,522,598 on September 13, 2022 (C.48).

This Board Order is to accept additional funds from CDSS in the amount of \$46,170 for a new total funding limit of \$7,568,768.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, eligible Contra Costa infant and toddler children will not receive General Child Care and Development Services.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Departments Community Services Bureau supports three of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 3) "Families that are Economically Self-sufficient"; and, 4) "Families that are Safe, Stable, and Nurturing" by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: 2023-2024 Community Services Block Grant (CSBG) Revenue Agreement

RECOMMENDATION(S):

ADOPT Resolution No. 2023/35 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development in an amount not to exceed \$927,194 for Community Services Block Grant program services for period January 1, 2023 through May 31, 2024.

FISCAL IMPACT:

The County will receive a pass-through of federal funding from the California Department of Community Services and Development (CSD) in the amount of \$927,194, all of which will be included in the FY 23-24 recommended budget. There is no County match requirement.

100% Federal
AL # 93.569
State Contract Number: 23F-4007
County Contract Number: 39-813-57

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: V. Kaplan, (925) 608-5052

By: , Deputy

cc:

BACKGROUND:

The Employment and Human Services Department (EHSD) received notification of funding increase from the California Department of Community Services and Development (CSD) in November 2022. On December 1, 2022, CSD provided notification of funding terms and requirement to EHSD.

As the County's Community Action Agency, the Department's Community Services Bureau (CSB) 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, food security, mental health access, employment, and economic development. Examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health & mental health services, and employment training.

This Board Order is to accept the County's allocation of \$927,194 for the 2023-2024 program year.

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.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the EHSD's Head Start program supports two (2) of Contra Costa County's community outcomes Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering partnerships with Community Based Organizations that include high quality services in nutrition, legal consultation, and health services to low-income children and families throughout Contra Costa County.

ATTACHMENTS

Resolution 2023/35

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/35

IN THE MATTER OF: 2023-2024 Community Service Block Grant.

WHEREAS: the Employment and Human Services Department (Department) received notification of funding from the California Department of Community Services and Development on December 1, 2022, and **WHEREAS,** 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, and **WHEREAS,** the self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, food security, mental health access, employment, and economic development, and **WHEREAS,** examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health and mental health services, and employment training, and **WHEREAS,** this Board Order is to accept the County's allocation of \$927,194 for the 2023-2024 program year.

NOW, THEREFORE, BE IT RESOLVED: the Contra Costa County Board of Supervisors approve and authorize the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development in an amount not to exceed \$927,194 for Community Services Block Grant program services for period January 1, 2023 through May 31, 2024.

I hereby certify that this 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: V. Kaplan, (925) 608-5052

ATTESTED: February 28, 2023

Monica Nino, 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: February 28, 2023

Subject: Award Amendment #29-393-37 with the California Department of Public Health, Tuberculosis Control Branch

RECOMMENDATION(S):

1. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Award Amendment #29-393-37 with the California Department of Public Health, Tuberculosis (TB) Control Branch, to amend Grant Award #29-393-35 (as amended by #29-393-36), to increase the amount payable to the County by \$41,426 from \$345,345 to a new amount payable of \$386,771, with no change in the original term of July 1, 2022 through June 30, 2023.

2. AUTHORIZE the Purchasing Agent to execute purchase orders or issue payments(s) in a total amount not to exceed \$41,426, to be used for:

- Nebulizers and equipment for home sputum induction totaling up to \$400 and purchased through Amazon.com, Inc.;
- Various gift cards with a value of \$20 each and a total amount not to \$33,420 for gas and food, as follows:
 - ARCO 418 cards
 - Target 418 cards
 - Savemart 418 cards
 - Safeway 417 cards
- Client rental assistance payments totaling no more than \$4,000

Additional transportation for client access to medical appointments (total up to \$3,000) and staff travel for education (up to \$600) expenditures are also part of the grant allocation plan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzvieli, M.D., 925-608-5267

By: , Deputy

cc: Marcy Wilhelm

FISCAL IMPACT:

Approval of this amendment will result in an increase of \$41,426 for additional food, shelter, incentives and enablers (FSIE) allotment for FY 2022-2023 from the State of California, TB Control Branch, which will be available for payments as detailed above. No County match is required.

BACKGROUND:

The Health Services Department's Public Health Division maintains a TB Control Program, which serves all reported TB patients and their contacts in Contra Costa County. Outreach services are provided to reach the "Hard-to Reach" people with TB and those at high risk. The TB Control Program staff work within the Communicable Disease Section in collaboration with the HIV/AIDS Program, Substance Abuse Programs, Contra Costa Regional Medical Center and Health Centers, and providers throughout the County. This grant has been awarded to Contra Costa County since 1990.

On July 12, 2022, the Board of Supervisors approved acceptance of Grant Award #29-393-35 with the California Department of Public Health, TB Control Branch, to pay the County in an amount not to exceed \$316,958, for the County's TB Control Program for the period from July 1, 2022 through June 30, 2023.

On October 4, 2022, the Board of Supervisors approved acceptable of Grant Award Amendment #29-393-36 with the California Department of Public Health, TB Control Branch, for the TB Control Program, to increase the amount payable to the County by \$28,387 to a new total of \$345,345 for the County's TB Control Program with no change in the term of July 1, 2022 through June 30, 2023.

Approval of Grant Award Amendment #29-393-36 will allow the Department to receive additional funds for FSIE allotment of \$41,426 for clients diagnosed with TB through June 30, 2023. The additional Award of \$41,426 was received by the Health Department on December 22, 2022, which is the amount the Department is requesting approval to be used for food, shelter, incentives and enablers (FSIE). The FSIE allotment will be used for \$20 gift cards at Arco, Target, Savemart and Safeway, transportation financial support to medical appointments, nebulizers and equipment for home sputum induction, staff travel for education, and rental financial assistance for clients.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not receive additional funds for services and financial supports needed to ensure TB clients have access to appropriate treatment, and may result in an increasing spread of TB in our communities.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Standard Agreement (Amendments) #29-772-49 and #29-772-50 with the State of 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 Agreement (Amendments) #29-772-49 and #29-772-50 (State #04-36067, A36 and A39) with the State of California, Department of Health Care Services (DHCS), to amend Agreement #29-772-13 (as amended by subsequent amendments #29-772-14 through #29-772-48) to add new language, modify existing language and add new codes for medical services to recipients of Medi-Cal Managed Care, with no change in the original amount payable to the County of up to \$317,472,000 or term of April 1, 2005 to December 31, 2023.

FISCAL IMPACT:

There is no change to the original amount payable to County for the Medi-Cal Managed Care Local Initiative Project. No County match is required.

BACKGROUND:

The State has been contracting with the Health Services Department’s Contra Costa Health Plan to provide health care services to eligible Medi-Cal recipients within the scope of Medi-Cal benefits under the Medi-Cal Local Initiative Health Plan since February 1, 1997.

On April 26, 2005, the Board

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron Mackey, 925-313-6004

By: , Deputy

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

of Supervisors approved Standard Agreement #29-772-13 (as amended by subsequent Amendments #29-772-14 through #29-772-48) with the State of California, DHCS, for the Medi-Cal Local Initiative Health Plan, for the period from April 1, 2005 through December 31, 2020.

Approval of Standard Agreement (Amendment) #29-772-49 incorporates new language for Alternative Format Section (AFS), Interoperability API System requirements, and the No Wrong Door policy for mental health services, and updates existing language for the Community Based Adult Services benefit and Home and Community-Based Services, with no change in the payment limit or term.

Approval of Standard Agreement (Amendment) #29-772-50 incorporates changes to new requirements for Population Health Management, Dyadic Care Services, Risk Sharing Mechanisms, and adds new aid codes, as well as carves-in Long-Term Care services, with no change in the payment limit or term.

CONSEQUENCE OF NEGATIVE ACTION:

If these amendments is not approved, the County will not fulfill the new State requirements and not be able to continue the Medi-Cal Managed Care Local Initiative Project.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: February 28, 2023

Subject: Approval of Regional Early Action Planning (REAP) Grant Suballocation Agreement

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development (DCD) Director, or designee, to execute a Regional Early Action Planning (REAP) Grant Suballocation Agreement with the Association of Bay Area Governments (ABAG), to reimburse the County an amount of \$74,343 for expenses related to the preparation of the 6th Cycle Housing Element.

FISCAL IMPACT:

The 6th Cycle Housing Element consultant and staff work is being funded by DCD's Land Development Fund and two State grants DCD obtained to support the effort: Local Early Action Planning Grant (up to \$190,000) and Senate Bill 2 Planning (REAP) Grant (\$74,343), which is the subject of this approval.

BACKGROUND:

The Regional Early Action Planning Grants of 2021 (REAP 2.0) are a key part of the state's strategic investments toward a more sustainable, resilient, and inclusive future. REAP 2.0 expands the program focus by integrating housing and climate goals, and allowing for broader planning and implementation investments (including infrastructural investments that support infill development which facilitates housing supply, choice, and affordability). It is a flexible program that seeks to accelerate progress towards our state housing goals and climate commitments through a strengthened partnership between the state, its regions, and local entities. REAP 2.0 seeks to accelerate infill housing development, reduce Vehicle Miles Traveled (VMT), increase housing supply at all affordability levels, affirmatively further fair housing, and facilitate the implementation of adopted regional and local plans to achieve these goals.

The grant is formula-based and the allocation for Contra Costa County (unincorporated) is \$74,343. Eligible expenses for the grant include tasks associated with the preparation of the 6th Cycle Housing Element, which include both consultant costs and DCD staff costs. The County has contracted with Placeworks for the preparation of the Housing Element.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the County will not be able to receive the funding to supplement the cost of the work to prepare the Housing Element.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Maureen Toms, 655-2895

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Execute and Record a Notice of Federal Interest as part of accepting Grant Award #78-110 from HRSA.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute and record a Notice of Federal Interest as part of accepting Grant Award #78-110 with the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA) for Community Project Funding/Congressionally Directed Spending - Construction to be used to renovate the A3 Wellness campus located at 1034 Oak Grove Road in Concord.

FISCAL IMPACT:

Acceptance of the grant award will result in payment to the County of up to \$1,000,000.00 for a three-year period from HRSA. No County match is required.

BACKGROUND:

On December 6, 2022, the Board of Supervisors approved and authorized the Health Services Department to accept Grant Award #78-110 with the U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA). The recorded Notice of Federal Interest is a requirement as part of accepting Grant Award #78-110. The Notice of Award for this grant includes conditions pertaining to the use of the property and provides for a continuing Federal interest in the property.

CONSEQUENCE OF NEGATIVE ACTION:

If the Notice of Federal Interest is not executed and recorded as part of accepting Grant Award #78-110 with HRSA, the County will not meet the requirements of the grant and will not receive the funds awarded.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Julin Perez, 925-957-2460

By: , Deputy

cc:

ATTACHMENTS

Notice of Federal
Interest

NOTICE OF FEDERAL INTEREST

On August 8, 2022, the Department of Health and Human Services, Health Resources and Services Administration awarded Grant No. 1 CE1HS46542-01-00 to County of Contra Costa. The grant provides Federal funds for a portion of renovation costs to create a hub for mental health crisis services at a County-owned property located at 1034 Oak Grove, Concord, California, which is located on the property described below in Contra Costa County, State of California:

Legal Description Attached

The Notice of Award for this grant includes conditions on use of the aforementioned property and provides for a continuing Federal interest in the property. Specifically, the property may not be (1) used for any purpose inconsistent with the statute and any program regulations governing the award under which the property was acquired; (2) mortgaged or otherwise used as collateral without the written permission of the Associate Administrator, Office of Federal Assistance Management (OFAM), Health Resources and Services Administration (HRSA), or designee; or (3) sold or transferred to another party without the written permission of Associate Administrator, Office of Federal Assistance Management (OFAM), Health Resources and Services Administration (HRSA), or designee. These conditions are in accordance with the statutory provisions set forth in [Consolidated Appropriations Act, 2022 \(PL 117-103\)](#), Title 45 CFR part 74 or 92 (as appropriate), the HHS Grants Policy Statement, and other terms and conditions of award.

These grant conditions and requirements cannot be nullified or voided through a transfer of ownership. Therefore, advance notice of any proposed change in usage or ownership must be provided to the Health Resources and Services Administration (HRSA), Office of Federal Assistance Management (OFAM).

Signature: _____

Typed Name: Brian M. Balbas

Title: Public Works Director

Date: _____

** Description should include specificity to determine if the Federal Interest applies to the land, building, or part thereof. Street or campus address should be included whenever possible*



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Grant Agreement #28-963-2 with the State of California, Business, Consumer Services and Housing Agency

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #28-963-2 with the State of California, Business, Consumer Services and Housing Agency (BCSH) for the Homeless Housing, Assistance, and Prevention (HHAP) Program, to pay the County an amount not to exceed \$4,980,616 for the Health, Housing and Homeless Services Division to provide supportive housing services for homeless individuals and families in Contra Costa County through December 31, 2026.

FISCAL IMPACT:

This grant agreement will result in an amount of up to \$4,980,616 in funding from the State of California, BCSH. No County match is required.

BACKGROUND:

On July 31, 2019, Governor Newsom signed into law the HHAP program (Assembly Bill 101, Chapter 159, Statutes of 2019). The HHAP program is a block grant program designed to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Christy Saxton, 925-608-6700

By: , Deputy

BACKGROUND: (CONT'D)

On February 8, 2022, the Board of Supervisors approved Grant Agreement #28-963-1, with the State of California, Business, Consumer Services and Housing Agency for the Homeless Housing, Assistance, and Prevention Program to pay the County in an amount not to exceed \$1,660,206 to provide housing support to homeless individuals and families in Contra Costa County through October 1, 2026.

Approval of Agreement #28-963-2 will allow the County to continue to receive additional funds through December 31, 2026. This agreement includes the County agreeing to hold harmless the State for any claims arising out of the performance of this contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not receive HHAP funding to support homeless individuals and families.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Grant Amendment Extension #28-934-2 with Public Health Foundation Enterprises, Inc. (dba Heluna Health)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Amendment Extension #28-934-2 with Public Health Foundation Enterprises, Inc. (dba Heluna Health), a corporation, to amend Grant Agreement #28-934, to extend the termination date from December 31, 2022 to March 31, 2023 with no change in the amount payable to the County of \$590,170 to continue COVID-19 related activities for the Epidemiology and Laboratory Capacity Coronavirus Aid, Relief, and Economic Security Act.

FISCAL IMPACT:

There is no fiscal impact for this action. This is a no-cost extension.

BACKGROUND:

This agreement allows the Health Services Department's COVID-19 Response Team to conduct COVID-19 related activities such as contact tracing, surveillance, laboratory testing, enable tighter control in high-risk settings and high-risk populations, and coordinate with connected jurisdictions and healthcare systems, and improve understanding of jurisdictional communities. Public Health Foundation Enterprises, Inc. (dba Heluna Health), was designated by the California Department of Public Health to administer this funding and to provide consulting and technical assistance that will be needed to perform the required activities.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzvieli, M.D., 925-608-5267

By: , Deputy

BACKGROUND: (CONT'D)

On September 15, 2020, the Board of Supervisors approved Grant Agreement #28-934 with Public Health Foundation Enterprises, Inc. (dba Heluna Health) payable to the County in an amount not to exceed of \$590,170 for COVID-19 related activities for the Epidemiology and Laboratory Capacity Coronavirus Aid, Relief, and Economic Security Act through December 31, 2022. The County agreed to indemnify and hold harmless the grantor for claims arising out of the County's performance under this contract.

Approval of Grant Amendment Extension #28-934-2 will allow the contractor to continue paying the County for the continuation of COVID-19 related activities through March 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, the County will not be able to receive funds for services provided by the County after December 31, 2022.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Approval of Grant Agreement #78-019 with the California Department of Public Health

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #78-019 (State #22-10726) with the California Department of Public Health (CDPH), to pay the County in an amount not to exceed \$825,616, for the Sexually Transmitted Disease (STD) Management Program and Collaboration Project, for the period from July 1, 2022 through June 30, 2024.

FISCAL IMPACT:

Approval of this agreement will result in funding of up to \$825,616 over a two-year period to support the STD Management and Collaboration Project. No County match is required.

BACKGROUND:

The purpose of this grant is to improve public health activities to monitor, instigate, and prevent STDs, including Syphilis, Gonorrhea, Chlamydia, and HIV, in Contra Costa County. Grant funds will be used to provide additional staff in each of the three STD clinics to ensure Contra Costa residents have access to necessary care and treatment to reduce the transmission of STDs. This program will conduct regular care collaboration and case conferencing with the Department's

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzvieli, M.D., 925-608-5267

By: , Deputy

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

Healthcare for the Homeless Program.

This agreement is primarily being processed late because it was not received from CDPH until October 24, 2022.

Approval of Agreement #78-019 will allow the County to continue to provide services under the STD Management and Collaboration Project, through June 30, 2024. This agreement includes agreeing to indemnify and hold harmless the State from any claims arising out of the performance of this agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not receive funds to provide additional prevention, treatment and monitoring to Contra Costa residents regarding STDs.

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: Alison McKee, County Librarian
Date: February 28, 2023

Subject: Apply for and Accept East Bay Community Foundation Grant Funds Administered by the Rodeo Municipal Advisory Council in the amount of \$5,000.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Librarian, or designee, to apply for and accept a grant in the amount of \$5,000 from East Bay Community Foundation, administered by the Rodeo Municipal Advisory Council, for Rodeo Library services, pursuant to the local refinery Good Neighbor Agreement for the period July 1, 2023 through December 31, 2023.

FISCAL IMPACT:

No library fund match.

BACKGROUND:

The County currently funds 18 hours of library service at the Rodeo Library. If granted, the \$5,000 from The East Bay Community Foundation, administered by the Rodeo Municipal Advisory Council, will be used to fund additional hours of library service. The proposed additional hours will provide one extra hour of Saturday service, and three extra hours of evening service two weekdays per week. These extended hours offer Rodeo residents additional opportunities to make use of the educational and recreational resources available at the library.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Walt Beveridge 925-608-7730

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the grant proposal is not approved, the Rodeo Library will remain open for the County funded 18 hours per week, instead of the proposed 23 hours per week.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment Agreement #28-528-64 with the County of Alameda Health Care Services Agency

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment Agreement #28-528-64 with the County of Alameda Health Care Services Agency, to increase the total payment to the County by \$20,000 from \$1,969,611, to a new amount not to exceed \$1,989,611 for additional coordination of essential services to Contra Costa County residents with HIV disease and their families, with no change in the original term of March 1, 2022 through February 28, 2023.

FISCAL IMPACT:

Approval of this amendment will result in an increase of \$20,000 from the County of Alameda, as the Grantee of federal funds under the Ryan White HIV/AIDS Treatment Modernization Act of 2009, Part A. No County match is required.

BACKGROUND:

The U.S. Department of Health and Human Services has designated the County of Alameda as “Grantee” for the purpose of administering the Ryan White HIV/AIDS Treatment Modernization Act of 2006, Part A, funds for coordination of essential services to Contra Costa County residents with HIV disease and their families. Contra Costa County has been receiving these grant funds since 1992.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzvieli, M.D., 925-608-5267

By: , Deputy

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

The goals of the program are to improve access to health care and to enhance health outcomes for people living with HIV. The Health Services Department uses a comprehensive medical case management model to reduce HIV-related health care costs by linking HIV-infected, low-income, and uninsured/underinsured individuals to appropriate health care services. HIV-positive individuals are assisted in accessing health care coverage and entitlements, making medical appointments, and in accessing necessary HIV medications. These individuals are also provided with home health attendant care and other services as appropriate, counseled in medication adherence, and offered referrals for food and nutritional assistance, psychosocial support services and other community resources.

On September 13, 2022, the Board of Supervisors approved Contract #28-528-63 with the County of Alameda Health Care Services Agency, in an amount not to exceed \$1,969,611, to act as the fiscal agent for Ryan White CARE Act, Title I and Minority AIDS Initiative funds, for coordination of services to Contra Costa residents with HIV disease and their families, for the period from March 1, 2022 through February 28, 2023.

Approval of Amendment Agreement #28-528-64 will provide additional funding to allow the County to continue providing coordination of services to Contra Costa residents with HIV disease and their families through February 28, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment agreement is not approved, the County will not receive additional funds to provide continuous coordination of essential services to Contra Costa County residents with HIV disease and their families.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: California Highway Patrol Cannabis Tax Fund Grant Program FY 2023-2024

RECOMMENDATION(S):

ADOPT Resolution No. 2023/54 authorizing the Sheriff Coroner, or designee, to apply for and accept the California Highway Patrol Grant Fiscal Year 2023-2024, in an amount not to exceed \$100,000 for the purchase of consumables for support of laboratory testing capabilities for the period of July 1, 2023, through the end of the grant funding.

FISCAL IMPACT:

Up to an initial amount of \$100,000 in California State Highway Patrol Revenue. There is no County in kind match requirement.

BACKGROUND:

The Contra Costa County, Office of the Sheriff, Forensic Services Division (FSD) operates an ISO 17025 ANAB Accredited Crime Laboratory able to provide County-wide Forensic Toxicological testing services.

The FSD's Toxicology Unit is responsible for the analysis of blood and urine evidence for driving under the influence of drugs (DUID) cases. The California Highway Patrol (CHP) Cannabis Tax Fund Grant Program funds are needed to ensure efficient processing and analysis of DUID-related offenses.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Donn David, 925-655-0037

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The CHP Cannabis Tax Fund Grant will be used to purchase consumables for both current LC-MS/MS methods and validation of new confirmation methods. The funding of consumables will support the FSD in providing comprehensive information on DUID cases, while eliminating the need to send evidence to an outside laboratory. Expansion of testing capabilities will allow the FSD to meet current and future DUID guidelines for drug assays as required by national standards, National Highway Traffic Safety Administration, and the National Safety Council. Combining multiple analytes into a single confirmation will also result in a decreased turnaround time.

CONSEQUENCE OF NEGATIVE ACTION:

Without the expansion of comprehensive confirmation methods, many requests for analysis will be sent to an accredited outside laboratory. Analysis performed by an outside laboratory creates an increased prosecution burden and cost to Contra Costa County law enforcement agencies and the District Attorney's Office.

ATTACHMENTS

Resolution 2023/54

Resolution 2023/54

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2023/54

IN THE MATTER OF: Applying for and accepting the California Highway Patrol Cannabis Tax Fund Grant Program for Fiscal Year 2023-2024.

WHEREAS the County of Contra Costa County is seeking funds available through the California Highway Patrol;

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief, Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining State financial assistance including grant modifications and extensions provided by the California Highway Patrol.

I hereby certify that this 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: Donn David, 925-655-0037

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2023/54

IN THE MATTER OF: Applying for and accepting the California Highway Patrol Cannabis Tax Fund Grant Program for Fiscal Year 2023-2024.

WHEREAS the County of Contra Costa County is seeking funds available through the California Highway Patrol;

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief, Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining State financial assistance including grant modifications and extensions provided by the California Highway Patrol.

I hereby certify that this 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: Donn David, 925-655-0037

ATTESTED: February 28, 2023

Monica Nino, 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: February 28, 2023

Subject: Grant Application with California Health Facilities Financing Authority

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to apply for the California Health Facilities Financing Authority’s (CHFFA) Community Services Infrastructure Grant Program (CSI) for funding, in the amount of \$3,000,000, to support the purchase, renovation, and furnishing of a facility for a residential dual-diagnosis program to serve individuals involved in the criminal justice system, for the period from July 1, 2023 through June 30, 2025.

FISCAL IMPACT:

If awarded, the County will receive funds from the State of California Health Facilities Financing Authority for the renovation and furnishing of a facility to house a residential dual-diagnosis program. Ongoing program costs would be offset by mental health realignment, federal financial participation, private insurance billing and other funding designated to support individuals involved in jail diversion programs.

BACKGROUND:

The Community Services Infrastructure (CSI) Grant Program seeks to expand access to jail and prison diversion programs by expanding opportunities for creating community alternatives to incarceration by funding the creation and/or expansion of mental health and substance use facilities. The Forensic Mental Health unit of Contra Costa Behavioral Health serves this population through a variety of programs. Forensic Mental Health has identified a dual-diagnosis residential program as a critical gap in their ability to serve clients referred by justice system partners.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, 925-957-5201

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The CSI grant would be used to fund the purchase, renovation and furnishing of a residential facility to provide dual-diagnosis treatment services to justice involved individuals with 24/7 residential staffing and onsite mental health and substance use services. This application does not require site control prior to submission for consideration by the California Health Facilities Financing Authority (CHFFA). By seeking funding from CHFFA, the Behavioral Health Division hopes to better support the needs of the community and the long-term therapeutic outcomes of individuals referred from the justice system who are in need of residential therapeutic substance use and mental health support services.

This recommendation will provide the needed changes to support an increase of referrals for the Felony Incompetent to Stand Trial (FIST) population to receive services in the community that were formerly offered in state hospitals. If awarded staff will return to the Board for final acceptance and approval of the CHFFA award and program design.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the County would not have funds to purchase, renovate, and furnish a facility to provide residential dual-diagnosis services to individuals involved in the criminal justice system.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Ratify Resolution Related to No Place Like Home Program Funds/Non-Competitive

RECOMMENDATION(S):

AUTHORIZE and RATIFY the County’s joint application with Resources for Community Development (RCD) for a loan of \$2,231,574 from Round 3 of the State of California’s No Place Like Home (NPLH) program to fund a portion of the cost of an affordable permanent supportive housing project for persons with serious mental illness who are homeless, chronically homeless, or at risk of chronic homelessness (the NPLH Loan); and

ADOPT Resolution No. 2023/57 authorizing the Health Services Department Director to apply for and accept the NPLH Loan with RCD as the joint applicant, and:

1. Authorizing the Department of Health Services Director (HSD) to execute documents necessary to accept the funds;
2. Acknowledging that the County will be subject to the terms and conditions included in the standard agreement to be entered into with the State pursuant to Government Code section 15463, Part 3.9 of Division 5 of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890; and
3. Declaring that the County will make mental health supportive services available to the project’s NPLH tenants for at least twenty years and will coordinate the provision of or referral to other services (including, but not limited to, substance use services) in accordance with the County’s relevant supportive services plan, and as specified in Section 202 NPLH Program Guidelines.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, 925-957-5201

By: , Deputy

cc:

FISCAL IMPACT:

The State will loan the NPLH funds directly to RCD. RCD will be responsible for repaying the loan. The cost of the County providing mental health supportive services over the 20-year term required by the State will be covered by existing Mental Health Services Act funds allocated to HSD.

BACKGROUND:

In response to the State’s Notice of Funding Availability for Round 1 of NPLH funds, the Board of Supervisors approved Resolution 2019/29 on February 12, 2019, which authorized the County to apply for and accept a \$2,231,574 loan of the State’s NPLH/Noncompetitive Allocation to fund a portion of affordable permanent supportive housing projects in the County. At the time the allocation of \$2,231,574 was approved by the State, the County had not selected the affordable housing developer or the project that would be the recipient of the funds. Subsequently, as part of Round 3, the County and the State determined that the County’s Round 1 allocation should go to a project proposed by RCD to be constructed in downtown Walnut Creek. To satisfy the process requirements of the State, this board order ratifies the intervening application by RCD to the State for NPLH funds as a Round 3 joint application by the County and RCD. This board action does not change the action taken by the Board on February 12, 2019, authorizing an application for \$2,231,574 of NPLH funds, other than to identify RCD as the co-applicant of the loan.

Like all previously approved NPLH funding rounds, the County is a joint applicant with a Development Sponsor; in this case, the County and RCD are joint applicants. As joint applicants, RCD and the County are assuming different roles and responsibilities in connection with the project. The State captures the joint applicants’ roles and responsibilities in its Standard Agreement. Under the Standard Agreement, RCD will borrow the \$2,231,574 of NPLH funds from the State and will be responsible for repaying the loan. The County’s obligation under the Standard Agreement is to provide supportive services to the residents of the development for at least 20 years. In addition, the County will enter into a Memorandum of Understanding (MOU) with RCD that addresses issues such as referrals, property management responsibilities, and supportive services. The execution of the MOU was approved by this Board on January 5, 2021, during the Round 3 application period.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County’s ability to secure permanent supportive housing for persons with a serious mental illness who are Homeless, Chronically Homeless or At-Risk of Chronic Homelessness will be diminished.

CHILDREN'S IMPACT STATEMENT:

Permanent supporting housing supports all of the following children's outcomes:

- (1) Children Ready for and Succeeding in School;
- (2) Children and Youth Healthy and Preparing for Productive Adulthood;
- (3) Families that are Economically Self Sufficient;
- (4) Families that are Safe, Stable and Nurturing; and
- (5) Communities that are Safe and Provide a High Quality of Life for Children and Families.

ATTACHMENTS

Resolution 2023/57

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

Adopted this Resolution on 02/28/2023 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2023/57

IN THE MATTER OF: Authorization to participate in the No Place Like Home Program

WHEREAS, the State of California, Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability, dated August 15, 2018, as amended on October 30, 2018, October 23, 2020, and October 29, 2021, and as may be further amended from time to time (collectively, the “NOFA”), under the No Place Like Home Program (“NPLH”) authorized by Government Code section 15463, Part 3.9 of Division 5 (commencing with Section 5849.1) of the Welfare and Institutions Code, and Welfare and Institutions Code section 5890;

WHEREAS, the NOFA relates to the availability of approximately \$19 million in Non-Competitive Allocation funds under the NPLH; and WHEREAS, the County of Contra Costa is a County and an Applicant (“County”), as those terms are defined in the NPLH Program Guidelines, enacted in 2020 (“Guidelines”).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for County does hereby determine and declare as follows:

Section 1. That County is hereby authorized and directed to apply for and if awarded, accept funds from the NPLH not to exceed \$2,231,574 (the “NPLH Loan”).

Section 2. That the Health Services Director, or her designee, is hereby authorized and directed to act on behalf of County in connection with an award of the NPLH Loan, and to enter into, execute, and deliver any and all documents required or deemed necessary or appropriate to evidence the NPLH Loan, the County’s obligations related thereto, and the Department’s security therefore. These documents may include, but are not limited to, a State of California Standard Agreement (“Standard Agreement”), and any and all other documents required or deemed necessary or appropriate by the Department as evidence of, or pertaining to the NPLH Loan, and all amendments thereto (collectively, the “NPLH Program Documents”).

Section 3. That the County shall be subject to the terms and conditions that are specified in the Standard Agreement; that the application in full is incorporated as part of the Standard Agreement; that any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement; and that County will use the NPLH Loan in accordance with the Guidelines, other applicable rules and laws, the NPLH Program Documents, and any and all NPLH Program requirements.

Section 4. That the County will make mental health supportive services available to the project’s NPLH tenants for at least 20 years and will coordinate the provision of or referral to other services (including, but not limited to, substance use services) in accordance with the County’s relevant supportive services plan, and as specified in Section 202 of the Guidelines.

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, 925-957-5201

By: , Deputy

cc:

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023



Contra
Costa
County

Subject: Ratify Funding Applications and Approve Acceptance of Workforce Innovation and Opportunity Act (WIOA) funds.

RECOMMENDATION(S):

RATIFY the Employment and Human Services Department Regional Equity and Recovery Partnership (RERP) and Regional Plan Implementation (RPI) 5.0 Funding Applications through the California Workforce Development Board and APPROVE and AUTHORIZE the Employment and Human Services Director or designee to accept \$1,300,000 for the RERP program for estimated period December 1, 2022 through September 30, 2025, and \$200,000 for the RPI program for estimated period January 1, 2023 through June 30, 2024.

FISCAL IMPACT:

Expenditures, appropriation and revenue adjustments in the amounts not to exceed \$1.5 million, will be made during FY 2022-2026, when the Department is notified of the grant awards. These funds require a County and partner match of \$1,480,705.

BACKGROUND:

The California Workforce Development Board (CWDB) designated Contra Costa County as the Local Area under the Workforce Innovation and Opportunity Act (WIOA), and established the EBRPU. The EBRPU consist of Contra Costa County, the City of Richmond, Alameda County, and the City of Oakland, to work in partnership to develop and implement a Regional Plan, as required by

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: 19256714514

By: , Deputy

cc:

BACKGROUND: (CONT'D)

WIOA.

The CWDB on behalf of the Labor and Workforce Development Agency (LWDA) and in coordination with Employment Development Department announced WIOA Governor’s discretionary funds for Regional Plan Implementation 5.0. The grant awards are based on planning estimates for each RPU. Planning estimates are based on the number of Local Workforce Development Boards in an RPU and range from \$75,000 to \$300,000. East Bay’s allocation is \$200,000, estimated term 18-months.

In addition, the LWDA and CWDB announced competitive grants to fund Regional Equity and Recovery Partnership (RERP) between Local Workforce Development Boards and Community College Regional Consortia. Building upon existing regional and industry planning efforts, RERP projects will identify quality jobs in the region and build pathways to those jobs in close partnerships community colleges, multiple employers, and other stakeholders in target industries. RERP outlines the amounts being allocated to each RPU and the minimum number of participants that must be served, East Bay’s allocation is \$1.3 million, to serve 158 participants, estimated term 34-months.

The Workforce Development Board of Contra Costa County (WDB) approved the Regional Plan 2021-2024, and the two-year modification at the February 7, 2023 full board meeting.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval, the WDB will not be able to carry out Regional Planning Unit activities under WIOA.

CHILDREN'S IMPACT STATEMENT:

The revenue and services funded under this agreement supports three of the five Contra Costa County’s community outcomes: (1) Families that are Economically Self-Sufficient; (2) Families that are Safe, Stable and Nurturing; and (3) Communities that are Safe and Provide a High Quality of Life for Children and Families.



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: RATIFY funding application and AUTHORIZE acceptance Workforce Innovation and Opportunity Act (WIOA) funds.

RECOMMENDATION(S):

RATIFY the Employment and Human Services Department High Road Training Partnerships Resilient Workforce Program Funding Application through the California Workforce Development Board and APPROVE and AUTHORIZE the Employment and Human Services Director to accept the funds in an amount not to exceed \$2,000,000 for a period of up to two years from the contract start date.

FISCAL IMPACT:

Expenditures, appropriation and revenue adjustments in amounts not to exceed \$1,000,000 will be made during FY 2022-2024 when the Department is notified of the grant award. These funds require a County and partner match of \$500,000.

BACKGROUND:

The California Workforce Development Board (CWDB) invested in High Road Training Partnerships (HRTTP) to model a systemic approach to industry-led workforce development that can address critical issues of equity, job quality, worker voice, industry efficiency and environmental sustainability. HRTTPs are industry-based, worker-focused training partnerships that build skills for California’s high road employers – firms that compete based on quality of product and public entities that strive to provide a high level of service through innovation and investment in human capital, thus generating family-supporting jobs where workers have agency and voice.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: 19256714514

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The Healthcare High Road Training Partnership is in response to the dire workforce shortages facing the healthcare sector. Health systems across the State are experiencing unprecedented workforce shortages stemming from a range of factors, including worker burnout and attritions in the wake of the COVID-19 pandemic, retirements due to an aging workforce, and Medicaid reforms that are expanding health coverage for millions of Californians.

Currently, WDB has an HRTP project underway, that funds the expansion of EMT/Paramedic Apprenticeship Program, which is a single employer, and this proposal will expand to multiple employers in public and private health care employers. For example, Contra Costa Health Care services and Lifelong Medical Services are committed to exploring the apprenticeship model for paramedics.

The Workforce Development Board of Contra Costa County submitted an application for the HRTP Resilient Workforce Program on February 16, 2023 before the due date of February 17, 2023 at 12 PM.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval, participants will not have access to quality jobs for workers from disadvantaged and unrepresented communities and or the opportunity to create advancement for incumbent workers already employed by high road employers.

CHILDREN'S IMPACT STATEMENT:

The revenue and services funded under this agreement supports three of the five Contra Costa County's community outcomes: (1) Families that are Economically Self-Sufficient; (2) Families that are Safe, Stable and Nurturing; and (3) Communities that are Safe and Provide a High Quality of Life for Children and Families.



Contra
Costa
County

To: Board of Supervisors
From: Ellen McDonnell, Public Defender
Date: February 28, 2023

Subject: DFO

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent , or designee to execute, on behalf of the Public Defender, a purchase order with Sam Clar Office Furniture in an amount not to exceed \$233,000 for the purchase, delivery, and installation of office furniture, cubicles, and equipment to outfit the Public Defender's remodeled first floor located at 800 Ferry Street.

FISCAL IMPACT:

The current quoted amount for furniture, delivery, and installation is \$216,856.28 and will be funded 100% through County general fund's capital project. If the vendor cannot place the order for furniture before March 1, 2023, the price of the project will go up 7%.

BACKGROUND:

The primary office of the Contra Costa Public Defender (CCPD) has been located at 800 Ferry Street in Martinez since 1998 and has not been renovated since that time. In 2021, the Board approved the refurbishment of the building with general funds. Early this year, construction plans were finalized for the first floor to include new paint and flooring. Approval of the requested furniture purchase order will allow the CCPD to purchase the necessary furniture to replace the aged furniture and cubicles on the first floor of 800 Ferry Street.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Susan Woodhouse, 925-335-8000

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without this action, the CCPD would have to identify alternative means to provide furniture and cubicles.



Contra
Costa
County

To: Board of Supervisors
From: Marla Stuart, Employment and Human Services Director
Date: February 28, 2023

Subject: Amend Contract with Community Violence Solutions for Victims of Sexual Exploitation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Community Violence Solutions (CVS) with term from July 1, 2021 through June 30, 2024 to increase rates for additional services relating to the prevention of assault and human trafficking.

FISCAL IMPACT:

None. This contract amendment will not change department expenditures. The contract payment limit will not be affected. (100% County General Funds)

BACKGROUND:

This contract ensures delivery of case management, crisis support and advocacy services to families and individuals affected by sexual assault and/or human trafficking. Community Violence Solutions (CVS) was founded in 1974 and is one of the oldest rape crisis centers in California. CVS works in partnership with the community to end sexual assault, family violence and human trafficking by providing comprehensive crisis intervention and advocacy services. CVS is a trauma informed, client centered agency that continues to lead Contra Costa County in addressing the needs of survivors of human trafficking and advocating on their behalf. CVS is the sole rape crisis agency and responder for Contra Costa County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: V. Kaplan, (925) 608-5052

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On July 27, 2021 (C.55) the Board of Supervisors approved and authorized the Employment and Human Services Director to execute a contract for an amount not to exceed \$231,000 with a term July 1, 2021 to June 30, 2024, however, the term should have been July 1, 2021 through September 30, 2024, which is the term of the current executed contract.

This Board Order is requesting approval to amend the contract with CVS to increase rates for additional services relating to the prevention of assault and human trafficking without change to the payment limit or term of July 1, 2021 through September 30, 2024. The monthly rate will be adjusted to reflect actual monthly program costs with new aligned services, including a video presentation to the Board, beginning January 17, 2023, through June 30, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department (EHSD) will be unable to continue to provide case management, crisis support and advocacy services to families and individuals affected by sexual assault and/or human trafficking which would result in fewer victims and families of commercial sexual exploitation and at-risk youth being identified and served.

CHILDREN'S IMPACT STATEMENT:

This contract supports four (4) of the five (5) of Contra Costa County's community outcomes: (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing a safe environment where children of families with domestic violence issues can receive appropriate support and follow-up services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment #23-538-14 with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #23-538-14 with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.), a corporation, effective March 1, 2023, to amend Contract #23-538-13, to increase the payment limit by \$4,000,000 from \$8,000,000 to a new payment limit of \$12,000,000, for temporary candidacy services and/or direct placement candidates for the Information Systems Unit, with no change in the term of January 1, 2022 through December 31, 2024.

FISCAL IMPACT:

Approval of this amendment will result in additional annual expenditures of up to \$4,000,000 and will be funded as budgeted by the department in FY 2023-24, by Hospital Enterprise Fund I. (No rate increase)

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rajiv Pramanik, 925-957-2660

By: , Deputy

BACKGROUND:

Allegis Group Holdings, Inc. (dba TEK Systems, Inc.) has been providing qualified contract-to-hire and (or) direct placement candidates for hard-to-fill positions in the Information Systems Unit since March 1, 2013. The department has utilized these services due to the lengthy recruitment process to employ adequately qualified candidates and formulate a certification list.

The department previously conducted a bid process for temporary staffing services and awarded three separate vendors with temporary staffing contracts; Bayside Solutions, Inc., Allegis Group Holdings, Inc. (dba TEK Systems, Inc.), and Cactus Resource, LLC. The department is considering conducting a new Request For Proposal bid process to supplement this contract. Consecutive renewals of this contract are rooted in the contractor's continued deliverance of high-quality candidates, many of which have become full-time employees with the County. This contractor has an extensive healthcare practice from which they source qualified candidates in an expedited manner when needed. Due to another County department's utilization of this contract, the payment limit was expended sooner than projected, causing the need for this amendment to add funds.

On January 11, 2022, the Board of Supervisors approved Contract #23-538-13 with Allegis Group Holdings, Inc. (dba TEK Systems, Inc.) for the provision of qualified contract-to-hire and/or direct placement candidates for hard to fill positions in the Health Services Department's Information Systems Unit, for the period January 1, 2022 through December 31, 2024.

Approval of Contract Amendment Agreement #23-538-14 will allow the contractor to continue to provide temporary staffing services and/or direct placement candidates through December 31, 2024. This contract includes services provided by represented classifications and the County has met its obligations with the respective labor partner(s).

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the division will not have vital access to qualified candidates in hard-to-fill positions in the Department's Information Systems Unit. The result may be a negative impact on business objectives and outcomes, ultimately leading to a detrimental effect on the quality of patient care.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract #23-791 with Zoom Video Communications

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County a Master Subscription Agreement containing mutual indemnification with Zoom Video Communications, Inc., a corporation, in an amount not to exceed \$716,982, to provide a hosted enterprise telehealth and video conference solution for the period from March 15, 2023 through March 30, 2026.

FISCAL IMPACT:

This contract will result in contractual service expenditures of up to \$716,982 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase)

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rajiv Pramanik MD,
925-765-8689

By: , Deputy

BACKGROUND:

This contract meets the needs of the department by providing a hosted enterprise communication solution. Contra Costa Health Services (CCHS) utilizes Zoom Video Communications to provide telehealth services, patient communication, and meetings with internal and external partners. CCHS uses Zoom Video Communication solution services to support the Contra Costa Regional Medical Center, health clinics, and ancillary sites. Users are connected to and rely on this telehealth service to provide patient care to those unable to come into the department's physical locations for health care services. At the onset of the pandemic in 2020, the department issued an emergency purchase order to Zoom Video Communications to provide its telehealth, video conferencing, and IP telephones for CCHS, scheduled to expire on March 30, 2023. Under this action, the parties will execute a Master Service Agreement, and Business Associate Addendum to govern the services.

Zoom Video Communications was given a sole source contract for these services based on the large market share it possesses and to allow easy access to services. The department also utilizes Microsoft Teams for similar services internally but found it and other competitors had difficulty accommodating a large enterprise such as CCHS.

The contract requires the County to indemnify Zoom for: third party claims arising out of County's use of the Services in violation of the contract; the County's violation of any intellectual property or other right of any person; and the County's violation of any law. The contract limits Zoom's liability to three times the total charges paid to Zoom under the contract in the twelve months preceding the incident giving rise to the claim. The contract waives any right to bring a class action lawsuit.

Approval of this new Contract #23-791 allows the contractor to continue providing hosted enterprise communication solution services through March 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHS will not be able to continue telehealth and video conference services through this vendor's product, which will negatively impact the department's ability to conduct daily business practices and patient care.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 3 to Contract with Elam's Consulting & Inspection Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Elam's Consulting & Inspection Services, Inc., to extend the term from February 5, 2023 through February 4, 2024 to provide on-call inspector of record services for various health facilities projects, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as it is only to extend the term of the contract. Work performed under this on-call contract is funded with various funds when there is an approved project and funding.

BACKGROUND:

On February 5, 2019, the Public Works Director approved an on-call contract with Elam's Consulting & Inspection Services, Inc., in the amount of \$95,000.

On September 8, 2020, the Board of Supervisors approved Amendment No. 1 to increase the payment limit \$195,000 to a new payment limit of \$290,000. We did not extend the term at that time. On March 1, 2022, the Board of Supervisors approved Amendment No. 2 to increase the payment limit by \$110,000 to a new payment limit of \$400,000 and to extend the term from February 5, 2022 to February 5, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jeffrey K. Acuff 925-9570-2487

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Since their contract expires on February 5, 2023, Amendment No. 3 is necessary at this time so we can continue to provide on-call inspector of record services and the additional costs associated with the completion of ongoing and new projects. Elam's Consulting & Inspection Services, Inc., is familiar with these active projects, and the design and construction of health care facilities. Therefore, it is recommended that the contract amendment be approved at this time.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, the Consultant will not be able to provide on-call construction management/project management services to complete necessary capital projects, which may jeopardize funding and delay design and construction of capital projects.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 1 to the Contract with Valley Air Conditioning & Repair, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Valley Air Conditioning & Repair, Inc., to extend the term through September 30, 2024, for on-call repairs and scheduled maintenance of cogeneration plants at four (4) County facilities, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as the amendment is only to extend the term of the contract.

BACKGROUND:

The Public Works Department Facilities Services Division is responsible for maintenance and repairs at all County buildings and facilities. Cogeneration plants offer combined heat and power in one system. Valley Air Conditioning & Repair, Inc., provides routine maintenance as well as repair and rebuilds associated with this equipment.

Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. The contract with Valley Air Conditioning & Repair, Inc., is due to expire on September 30, 2023. The Public Works Department respectfully requests

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7082

By: , Deputy

cc:

BACKGROUND: (CONT'D)

authorization to extend this contract to September 30, 2024, with no change to the payment limit of \$1,000,000 to ensure the County has access to the contractor's services.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, cogeneration plant services with Valley Air Conditioning & Repair, Inc., will be discontinued and the County will not be able to maintain this equipment.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 3 to the Contract with American Chiller Service, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with American Chiller Service, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning (HVAC) systems at various County facilities, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as the amendment is only to extend the term of the contract.

BACKGROUND:

The Public Works Department Facilities Services Division is responsible for the maintenance and repair of all County buildings and facilities. Based on current Facilities Services staffing, HVAC repairs are sublet to outside vendors to meet emergencies or unanticipated maintenance service requests. American Chiller Service, Inc., also specializes in chiller maintenance and repairs.

Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7082

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The contract with American Chiller Service, Inc., is due to expire October 31, 2023. The Public Works Department respectfully requests authorization to extend this contract to October 31, 2024, with no change to the payment limit of \$2,000,000 to ensure the County has access to the contractor's services.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, heating, ventilation and air conditioning repair services with American Chiller Service, Inc., will be discontinued.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 1 to the Contract with Matrix HG, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Matrix HG, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning (HVAC) systems at various County facilities, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as the amendment is only to extend the term of the contract.

BACKGROUND:

The Public Works Department Facilities Services Division is responsible for the maintenance and repair of all County buildings and facilities. Based on current Facilities Services staffing, Some HVAC repairs are sublet to outside vendors to meet emergencies or unanticipated maintenance service requests. Originally bid on BidSync #2006-412 (2020), Matrix HG, Inc., was one of three (3) contractors awarded for these services. The PWD intends to extend all three existing HVAC contracts with no change to the payment limits.

Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. The contract with Matrix HG, Inc., is due to expire October 31, 2023. The Public Works Department respectfully requests authorization to extend this contract to October 31, 2024, with no change to the payment limit of \$8,000,000 to ensure the County has access to the contractor's services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7082

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, heating, ventilation and air conditioning repair services with Matrix HG, Inc., will be discontinued.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 1 to the Contract with A & B Mechanical, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with A & B Mechanical, Inc., to extend the term through October 31, 2024, for on-call maintenance and repairs of heating, ventilation and air conditioning (HVAC) systems at various County facilities, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as the amendment is only to extend the term of the contract.

BACKGROUND:

The Public Works Department Facilities Services Division is responsible for the maintenance and repair of all County buildings and facilities. Based on current Facilities Services staffing, Some HVAC repairs are sublet to outside vendors to meet emergencies or unanticipated maintenance service requests. Originally bid on BidSync #2006-412 (2020), A & B Mechanical, Inc., was one of three (3) contractors awarded for these services. The PWD intends to extend all three existing HVAC contracts with no change to the payment limits.

Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. The contract with A & B Mechanical, Inc., is due to expire October 31, 2023. The Public Works Department respectfully requests authorization to extend this contract to October 31, 2024, with no change to the payment limit of \$5,000,000 to ensure the County has access to the contractor's services.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, heating, ventilation and air conditioning repair services with A & B Mechanical, Inc., will be discontinued.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7052

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE a Participating Addendum and Blanket Purchase Order with Bob J. Barker Company, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the County, a Participating Addendum and blanket purchase order with Bob J. Barker Company, Inc., in an amount not to exceed \$500,000 for detention-related goods and supplies for use by the Sheriff's Office, the Probation Department and Health Services Departments during the period from February 28, 2023 through October 4, 2024, under the terms of a Master Contract awarded by the County of Sacramento, Countywide. (100% User Departments).

FISCAL IMPACT:

Product costs paid by County Departments (100% User Departments).

BACKGROUND:

Contra Costa Purchasing Services is requesting approval of a Participating Addendum for Detention-related Goods and Supplies to support the needs of multiple County Departments. Categories include but are not limited to: Clothing, Footwear, Bedding and Linen, Mattresses

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Cindy Shehorn, 925-957-2495

By: , Deputy

cc:

BACKGROUND: (CONT'D)

and Personal Hygiene Products. Products are guaranteed through a master contract awarded by the County of Sacramento, CA., Omnia Partner Purchasing Cooperative Program. Approval of this agreement provides the County with discounted products and no minimum purchase requirements.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval, the County would pay full price on the detention supplies they order today.

ATTACHMENTS

Contract WA34777 Bob Inmate Supplies

Cooperative Contract with Omnia - Participating Addendum for Bob Barker Company

COUNTY OF SACRAMENTO

Contract #WA00034777

for

Inmate and Detention Supplies, Solutions and Services

with

Bob Barker Co.

Effective: 10/5/2016

The following documents comprise the executed contract between the County of Sacramento and Bob Barker, effective 10/05/2016:

- I. Contract No. WA00034777
- II. Technical Response
- III. Supplier's Response to the RFP, incorporated by reference



County of Sacramento
Open Item Contract

Contract and Purchasing
Services Division
9660 Ecology Ln.
Sacramento, CA 95827
(916) 876-6360

Your Vendor number with us
608629

BOB BARKER CO
PO BOX 429
FUQUAY VARINA NC 27526-0429

Vendors Contact Person: Ryan Pretko
Vendors Phone Number: 919-346-2113

**Reprint of
Open Item Contract WA00034777 /
09/01/2016**

This number must appear on all correspondence to the
Purchasing Division.

Contract number/date

WA00034777 / 09/01/2016

Issuing Officer/Telephone

Poon, Vivian/916-876-6377

Signature: _____

Vivian Poon

Contract Period

Valid from: 10/05/2016

Valid to: 10/04/2017

F.O.B. Dest., Freight Prepaid
Payment Terms: Due in 30 Days
Contractual maximum value: 350,000.00

You are hereby notified that the goods and/or services listed have been awarded to you subject to terms and conditions referenced and to the general conditions listed on the last page of contract.

Before supplying any goods or services to the County, the vendor must obtain a CSO (Contract Shipping Order) number from the ordering department. A CSO is an authorized release (Purchase Order) against the contract and shall be provided in written form. "Verbal" orders are not acceptable. For a CSO to be considered valid, it must be within the scope of this contract and be consistent with its pricing, terms and conditions. The CSO number must be referenced on all documents related to the order (packing slips, invoices, etc.). Failure to obtain a CSO and reference its number may result in the delay or non-payment of the invoice.

Contractor Contact:

Ordering:
Debbie Sargent
Customer Service Representative
customerservicewest@bobbarker.com
800-334-9880 (Customer Service Line)

Crissa Rhead
Customer Service Representative

customerservicewest@bobbarker.com
800-334-9880 (Customer Service Line)

Lauretta Smuck
Customer Service Representative
customerservicewest@bobbarker.com
800-334-9880 (Customer Service Line)

Contract Administration:
Ryan Pretko
Contract Specialist
ryanpretko@bobbarker.com
919-346-2113 (office)

Bettina Morgan
Contract Sales Manager
tinamorgan@bobbarker.com
919-346-2132 (office)

IMPORTANT:

1. Price List Effective October 5, 2016 enclosed.
2. Miscellaneous Inmate and Detention Supplies - 10% discount off the current product catalog price, with the exclusion of furniture and metal product lines.

This contract is established as a purchasing agreement between Bob Barker Co (Contractor) and the County of Sacramento (County) for the provision of Inmate and Detention Supplies, Solutions and Services as per the terms and conditions under the Request for Proposal (RFP), RFP8259, which is hereby incorporated by reference and made a part of this contract.

Price: As per the Price List Effective October 5, 2016 enclosed. Price shall be the lowest, current and most favorable with all applicable volume, special, promotional and governmental discounts during the contract period.

FOB Point: Pricing must be FOB destination to include inside delivery.

Deliveries: Deliveries shall be made on an "as required" basis by means of a CSO issued against the Contract.

Packing Slip: All deliveries must be accompanied by a legible Packing Slip that includes Item Description and Part Number of all items and CSO Number.

Invoicing:

A. The vendor will be expected to adhere to invoicing procedures as required by the County auditor-controller's office. Failure to comply with established procedures will be grounds for the County to terminate the contract.

- B. Each invoice shall contain the following minimum information; "bill to" and "ship to" addresses; Contract Number; CSO Number; quantities; item descriptions; unit prices and extensions and invoice total.
- C. A separate invoice shall be prepared for each order CSO received.
- D. Invoicing to the County shall be done in arrears.
- E. Invoice discrepancies shall be handled in a professional, courteous, and expeditious manner.
- F. Invoice shall be submitted in duplicate each order entity.
- G. In the state of California, government agencies are not allowed to pay excess interest and late charges. Per government code, section 926.10, interest shall be entitled commencing the 61st day and shall be 6% per annum.

Contract Term: In order to promote efficiency and economy, the County reserves the right to extend this contract for two additional twelve-month periods. Such extensions will be at the County's option, under the same terms and conditions, and will be subject to agreement between the Contractor and the County.

Quality: All materials and workmanship must be subject to inspection, examination and testing by County staff at any time. The County reserves the right to reject defective materials and workmanship and require correction.

Estimated Quantities: The quantity listed is an estimated requirement. The County does not guarantee to purchase a minimum quantity or does not guarantee to purchase Contractor's remaining stock.

Unrestricted Quantities: The County is not limited to purchase all of its requirements from this contract.

Changes: The County shall retain the right to implement changes as necessary to uphold the original intent of the contract. This includes adding or deleting line items, as well as adjusting unit prices on the contract. Such changes shall not void the contract, but shall be added to or be deducted from the contract, as the case may be, by a fair and reasonable valuation, and subject to the mutual agreement of the parties.

Continuation: Continuation of the contract for the full term specified shall be contingent upon satisfactory performance by the contractor and products. Continuing un-rectifiable performance deficiencies may result in cancellation of the contract without penalty to the County.

Sales Report: Upon request from the County, Contractor is required to provide annual sales report including details of all the purchases made under the contract.

Termination:

- A. County may terminate any resulting agreement without cause upon

thirty (30) days written notice to the other party. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by County to contractor and it is later determined that contractor was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).

B. County may terminate any resulting agreement for cause immediately upon giving written notice to contractor, should contractor materially fail to perform any of the covenants contained in this agreement in the time and/or manner specified. In the event of such termination, County may proceed with the work in any manner deemed proper by County. If notice of termination for cause is given by County to contractor and it is later determined that contractor was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.

C. County may terminate or amend any resulting agreement immediately upon giving written notice to contractor, 1) if advised that funds are not available from external sources for this agreement or any portion thereof, including if distribution of such funds to the County is suspended or delayed; 2) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 3) if funds in County's yearly proposed and/or final budget are not appropriated by County for this agreement or any portion thereof; or 4) if funds that were previously appropriated for this agreement are reduced, eliminated, and/or re-allocated by the County as a result of mid-year budget reductions.

D. If any resulting agreement is terminated under paragraph A or (C) above, contractor shall only be paid for any services completed and provided prior to notice of termination. In the event of termination under paragraph a or c above, contractor shall be paid an amount which bears the same ratio to the total compensation authorized by the agreement as the services actually performed bear to the total services of contractor covered by this agreement, less payments of compensation previously made. In no event, however, shall County pay contractor an amount which exceeds a pro rata portion of the agreement total based on the portion of the agreement term that has elapsed on the effective date of the termination.

E. Contractor shall not incur any expenses under any resulting agreement after notice of termination and shall cancel any outstanding expenses obligations to a third party that contractor can legally cancel.

Item Mat Num	Tgt. qty.	Unit Description	Price /Unit	Unit of Measure	Extended Value
00010	320,000	Each Inmate and Detention Supplies	1.00	/ 1 EA	320,000.00

Price List Effective October 5, 2016.

Item Mat Num	Tgt. qty.	Unit Description	Price /Unit	Unit of Measure	Extended Value
00020	10,000	Each Misc Inmate and Detention Supplies-Main	1.00	1 EA	10,000.00
		10% discount off current product catalog			
00030	10,000	Each Misc Inmate and Detention Supplies-RCCC	1.00	1 EA	10,000.00
00040	10,000	Each Misc Inmate and Detention Supplies-Youth	1.00	1 EA	10,000.00

PURCHASE ORDER/CONTRACT GENERAL CONDITIONS

1. **BID/QUOTE/PROPOSAL/GENERAL CONDITIONS:** All of the terms and conditions of the bid, quote, or proposal against which this purchase document is applied, are hereby incorporated.
2. **SALES TAX NOT INCLUDED:** Unless otherwise definitely specified, the unit prices do not include California sales and use tax or Sacramento County sales and use tax.
3. **CASH DISCOUNTS:** In connection with any cash discount specified on this quote, time will be computed from the date of complete delivery of the supplies or equipment as specified, or from date correct invoices are received in the County Auditor's Office if the latter date is later than the date of delivery. For the purpose of earning the discount, payment is deemed to be made on the date of mailing of the County warrant or check.
4. **AMERICANS WITH DISABILITIES ACT:** As a condition of accepting a purchase order from the County of Sacramento, the contractor certifies that their business entity is in compliance with the Americans With Disabilities Act of 1990, as amended. Failure to certify shall prohibit the award of a purchase order to the contractor.
5. **HOLD HARMLESS:** The contractor shall hold the County of Sacramento, its officers, agents, servants and employees harmless from liability of any nature or kind because of use of any copyrighted, or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this order, and agrees to defend, at his own expense, any and all actions brought against the County of Sacramento or himself because of the unauthorized use of such articles.
6. **DEFAULT BY CONTRACTOR:** In case of default by contractor, the County of Sacramento may procure the articles or services from other sources and may deduct from any monies due, or that may thereafter become due to the contractor, the difference between the price named in the contract or purchase order and actual cost thereof to the County of Sacramento. Prices paid by the County shall be considered the prevailing market price at the time such purchase is made. Periods of performance may be extended if the facts as to the cause of delay justify such extension in the opinion of the Purchasing Agent.
7. **RIGHT TO AUDIT:** The County of Sacramento reserves the right to verify, by examination of contractor's records, all invoiced amounts when firm prices are not set forth in the purchase agreement.
8. **ASSIGNMENT:** (a) This award is not assignable by contractor either in whole or in part, without the prior written approval of the Purchasing Agent of the County of Sacramento. (b) In submitting a quote to a public purchasing body, the quoter offers and agrees that if the quote is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec.15) & the Cartwright Act (Chapter 2 [commencing with Section 16700] of part 2 of Division 7 of the Business and Professions Code), arising from the purchases of goods, materials, or services by the quoter for sale to the purchasing body pursuant to the quote. Such assignment shall be made and become effective at the time the purchasing body tenders final payment.
9. **APPLICABILITY TO HEIRS:** Time is of the essence of each and all the provisions of this agreement, and, subject to the limitations of Paragraph 8, the provisions of this agreement shall extend to and be binding upon and inure to the benefits of the heirs, executors, administrators, successors, and assigns of the respective parties hereto.
10. **F.E.T. EXEMPTION:** Sacramento County is exempted from payment of Federal Excise Tax. No Federal tax shall be included in price.
11. **CHARGES NOT INCLUDED ON FACE NOT ACCEPTABLE:** No charge will be accepted for packing, boxing, or cartage, except as specified in the Notice of Award. Freight collect shipments will not be accepted. Merchandise will not be accepted if payment is to be made at the time of delivery.
12. **TITLE:** Except as otherwise expressly provided herein, title to and risk of loss on all items shipped by seller to buyer shall pass to the buyer upon buyer's inspection and acceptance of such items at buyer's building.
13. **CHANGES WITHOUT NOTICE PROHIBITED:** No changes in price, quantity or merchandise will be recognized by the County of Sacramento without written notice of acceptance thereof prior to shipment.
14. **ALL UNDERSTANDINGS IN WRITING:** It is mutually understood and agreed that no alteration or variation of terms of this award shall be valid unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein, and no alterations or variations of the terms hereof unless made in writing between the parties hereto shall be binding on any of the parties hereto.
15. **FORCE MAJEURE:** The contractor will not be held liable for failure or delay in the fulfillment of conditions of purchase order/contract if hindered or prevented by fire, strikes, or Acts of God.
16. **INVOICING:** Upon submission of itemized invoices, in duplicate, payment shall be made of the prices stipulated herein for supplies delivered and accepted or services rendered and accepted, less deductions, if any, as herein provided. Payment on partial deliveries may be made whenever amounts due so warrant or when requested by the vendor and approved by the Purchasing Agent.
17. **SPECIAL CONDITIONS:** Buyer's standard terms and conditions shall govern any contract awarded. If, after award of contract, contractor provides additional terms or conditions, they shall be considered void. To the extent not otherwise stated in the contract, the California Commercial code shall apply.
18. **INFORMATION TECHNOLOGY ASSURANCES:** Contractor shall take all reasonable precautions to ensure that any hardware, software, and/or embedded chip devices used by contractor in the performance of services under this agreement, other than those owned or provided by County, shall be free from viruses. Nothing in this provision shall be construed to limit any rights or remedies otherwise available to County under this agreement.
19. **CHILD, FAMILY, AND SPOUSAL SUPPORT:** Contractor hereby certifies that either: (a) The Contractor is a government or non-profit entity; or (b) the Contractor has no Principal Owners (25% or more); or (c) each Principal Owner (25% or more) does not have any existing child support orders; or (d) Contractor's Principal Owners are currently in substantial compliance with any court-ordered child, family and spousal support order, including orders to provide current residence address, employment information, and whether dependent health insurance coverage is available. If not in compliance, Principal Owner has become current or has arranged a payment schedule with the Department of Child Support Services or the court.
New Contractor shall certify that each of the following statements is true:
(a) Contractor has fully complied with all applicable state and federal reporting requirements relating to employment reporting for its employees; and
(b) Contractor has fully complied with all lawfully served wage and earnings assignment orders and notices of assignment and will continue to maintain compliance.
NOTE: Failure to comply with state and federal reporting requirements regarding Contractor's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment constitutes a default under any contract with the County. Failure to cure such default within 90 days of notice by the County shall be grounds for termination of contract.
20. **COMPLIANCE WITH ALL LAWS, LICENSES AND PERMITS:** In the performance of their duties, Contractor shall comply with all applicable federal, state, and county statutes, ordinances, regulations, directives, and laws and this contract shall be deemed to be executed within the State of California and construed with and governed by the laws of the State of California. Contractor shall possess and maintain necessary licenses, permits, certificates and credentials required by the laws of the United States, the State of California, County of Sacramento and all other credentials required by County. Failure to comply with all laws, licenses and permits shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Contract.

**WA00034777 - Bob Barker Co
Price List Effective October 5, 2016**

Item Description	U/M	Catalog Number	Unit Price	Remark
Clothing				
Stenciled Orange Shirt in Sizes				
Medium	Each	JTOSNP-M	\$4.39	
Large	Each	JTOSNP-L	\$4.39	
XL	Each	JTOSNP-XL	\$4.39	
2XL	Each	JTOSNP-2XL	\$4.39	
3XL	Each	JTOSNP-3XL	\$4.39	
4XL	Each	JTOSNP-4XL	\$4.39	
5XL	Each	JTOSNP-5XL	\$4.69	
6XL	Each	JTOSNP-6XL	\$4.69	
Stenciled Orange and White Striped Shirt in Sizes				
Medium	Each	JTOWSNP-M	\$4.39	
Large	Each	JTOWSNP-L	\$4.39	
XL	Each	JTOWSNP-XL	\$4.39	
2XL	Each	JTOWSNP-2XL	\$4.39	
3XL	Each	JTOWSNP-3XL	\$4.39	
4XL	Each	JTOWSNP-4XL	\$4.39	
Stenciled Orange Unisex Pants in Sizes				
Small - XL	Pair	TOT-S, TOT-M, TOT-L, TOT-XL	\$5.67	
2XL	Pair	TOT-2XL	\$5.67	
162.5	Pair	TOT-3XL	\$5.67	
4XL	Pair	TOT-4XL	\$5.67	
5XL	Pair	TOT-5XL	\$5.67	
Stenciled Navy Blue Unisex Pants in Sizes				
Small - XL	Pair	TNT-S, TNT-M, TNT-L, TNT-XL	\$5.67	

**WA00034777 - Bob Barker Co
Price List Effective October 5, 2016**

Item Description	U/M	Catalog Number	Unit Price	Remark
2XL	Pair	TNT-2XL	\$5.67	
3XL	Pair	TNT-3XL	\$5.67	
4XL - 5XL	Pair	TNT-4XL, TNT-5XL	\$5.67	
Stenciled Unisex White Kitted Short-Sleeve Polo Shirt in Sizes				
Small - XL	Each	Z8800WH-SIZE	\$5.40	
2XL	Each	Z8800WH-2XL	\$6.99	
3XL	Each	Z8800WH-3XL	\$6.99	
4XL	Each	Z8800WH-4XL	\$6.99	
Stenciled White Thermal Shirt in Sizes				
XL	Each	63-XL	\$2.70	
2XL	Each	63-2XL	\$2.82	
3XL	Each	63-3XL	\$2.88	
4XL	Each	63-4XL	\$3.07	
White Tube Sock	Dozen	1700-W	\$4.16	Tube Sock 21"
Non-Stenciled Navy or Dark Colors Paper Jumpsuit in Sizes 3XL (Size Fits All)	Each	3575-3XL	\$1.19	Sold in case of 25 , sizes S & 5XL
Non-Stenciled Navy Shorts				S & 5XL - Packed in case of 12 pairs
Small	Pair	J618-S	\$3.60	
Medium	Pair	618-M	\$3.60	
Large	Pair	618-L	\$3.60	
XL	Pair	618-XL	\$3.66	
2XL	Pair	618-2XL	\$4.55	
3XL	Pair	618-3XL	\$4.55	
4XL	Pair	618-4XL	\$4.60	
5XL	Pair	J618-5XL	\$4.60	
Footwear				
Men's Deck Shoes, Gum-Soled	Pair	155NV-SIZE	\$3.21	

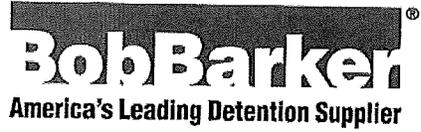
WA00034777 - Bob Barker Co
Price List Effective October 5, 2016

Item Description	U/M	Catalog Number	Unit Price	Remark
V-Strap Thongs	Pair	1800-SIZE	\$0.49	Sold in dozen
For Eva (Ethyl Vinyl Acetate) Slip-On Shoes	Pair	EVASTPN-OR-SIZE	\$2.18	S-3XL(5-16)
Slip-On PVC Sandal, Tan Sizes (6-16)	Pair	BB888-SIZE	\$1.39	Sizes 6-14
Bedding and Linen				
Mattress Cover	Each	VMC30724	\$9.77	Mattress 75"x30"x4"
Non-Stenciled Isolation/Suicide Cell Smock	Each	505	\$66.00	
Non-Stenciled Isolation/Suicide Cell Blanket	Each	SB5480	\$60.25	
Mattress				Mattress 1. Size 75"x30"x4" 2. Add \$11 each for recycle fee.
Mattress (mattress recycle fee not included)	Each	PJM30754	\$34.50	
Mattress for Probation (mattress recycle fee not included)	Each	SSCM30754P	\$57.50	
Personal Hygiene Product				
Hair & Scalp Conditioner, Bergamot, 12 Oz Each, 12 per Case	Case	024	\$20.64	
Body Lotion with Aloe, 14.8 Oz Each, 12 per Case	Case	M1245	\$13.98	
Tampon, Super Absorbency, Cardboard Applicator, 500 per Case	Case	SBTPX500	\$45.08	
Toothbrush, Full-Sized, Clear Handle, Nylon Bristle Brush, 30-Tuft, Medium, 144 per Pack, 10 per Case	Case	BB28	\$56.60	
Toothbrush Cover, Ivory Color, 1,440 per Case	Case	NTBC	\$67.50	
Deodorant, Roll-On, 1.5 Oz Each, 96 per Case	Case	PPI10150	\$26.62	
Hand Sanitizer, 4 Oz Each, 60 per Case	Case	AG46	\$38.60	
A & D Ointment, 4 Oz Each, 72 per Case	Case	HC1122	\$109.80	

WA00034777 - Bob Barker Co
Price List Effective October 5, 2016

Notes:

1. Delivery Time: 3 to 30 days
2. Miscellaneous Inmate and Detention Supplies - 10% discount off the current product catalog price, with the exclusion of furniture and metal product lines.



Technical Proposal Response

6.2. Proposal Transmittal Letter

6.2.2.

A handwritten signature in black ink, appearing to read "R. Pretko", with a long horizontal stroke extending to the right.

Ryan Pretko
Contract Specialist
Bob Barker Company
ryanpretko@bobbarker.com
919-346-2113

Minutes of Special Meeting of the Board of Directors for Bob Barker Company, Inc.

A SPECIAL MEETING of the board of directors of Bob Barker Company, Inc was held on February 18, 2016 in the Blue Ridge Room at Bob Barker Co, Inc headquarters, at 134 N. Main Street, Fuquay Varina, North Carolina.

The Following directors were present and participated in the meeting:

Robert J Barker, Sr.
Robert J Barker, Jr.
John Kasberger
Gabe Cipau

Patricia M. Barker
Nancy B. Johns
Dave Colburn
George Snead

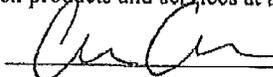
Robert J Barker, Sr., Chairman of the Board, chaired the meeting and Patricia M. Barker, Executive Vice President of the Corporation, acted as Secretary of the meeting.

The chairman announced that a quorum of directors was present and that the meeting, having been duly convened, was ready to proceed with its business. The Secretary presented a waiver of notice of the meeting, signed by all of the directors and was directed to file the waiver of notice with the minutes of the meeting.

After full discussion of the affairs of the company, the following resolution was introduced for consideration and adoption by the directors:

RESOLVED, that the Board of Directors hereby grants signatory authority to enter bids obligating the company in agreements to furnish products and services at agreed prices and conditions.

Amber Garis



April Paszkiewicz



Bettina Morgan



Dale Griffith



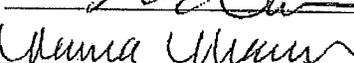
Denine McCullers



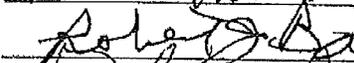
Kristen Dodds



Kevin Donovan



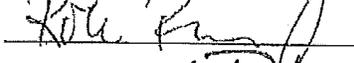
Nenna Mann



Robert J. Barker, Sr.



Robert J. Barker, Jr.



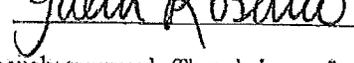
Robin Finn



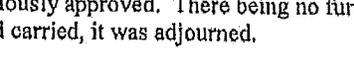
Ryan Pretko



Shannon Pilkington

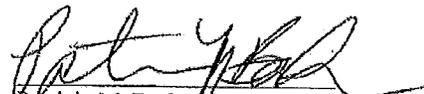


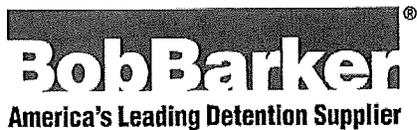
Talia Rosario



The resolution was unanimously approved. There being no further business before the meeting, on motion duly made, seconded and carried, it was adjourned.


Robert J Barker, Sr.
Chairman of the Board of Directors


Patricia M. Barker
Secretary of the Board of Directors



6.2.3. The following proposal will be valid for at least one hundred and twenty (120) days subsequent to the April 19, 2016 and thereafter in accordance with any resulting contract between Bob Barker Company and the County. Bob Barker Company, Inc. is located at the following address.

6.2.4. Bob Barker Company, Inc.
134 N. Main Street
Fuquay Varina, NC 27546
Federal Tax ID: 56-1558062

6.2.5. There are two main points of contact for the County to contact regarding the proposal. The contact information is

Ryan Pretko
Contract Specialist
134 N. Main Street
Fuquay Varina, NC 27526
ryanpretko@bobbarker.com
919-346-2113

Tina Morgan
Contract Sales Manager
134 N. Main Street
Fuquay Varina, NC 27526
tinamorgan@bobbarker.com
919-346-2132

6.2.6. Bob Barker Company, Inc. does not intend to use any subcontractors for this contract.

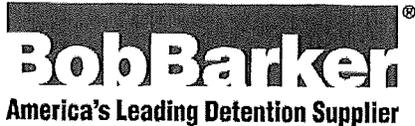
6.2.7. Bob Barker Company also does not work with, or employ anyone who has a possible conflict of interest with the County.

6.3. Mandatory Contractor Qualifications

6.3.2. i. Bob Barker Company agrees to comply with all of the provisions in RFP # 8259, as well as any addenda that are posted for the RFP.

ii. Assurance of contractor's compliance with the following.

- The laws of the State of California; Bob Barker Company, Inc. certifies that we are in compliance with the laws of the State of California.
- Title VI of the federal Civil Rights Act of 1964; Bob Barker Company, Inc. certifies that we are in compliance with Title VI of the federal Civil Rights Act of 1964
- Title IX of the federal Education Amendments Act of 1972; Bob Barker Company, Inc. certifies that we are in compliance with Title IX of the federal Education Amendments Act of 1972.



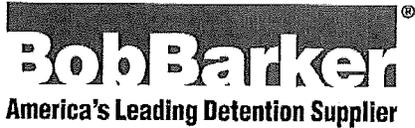
- The Equal Employment Opportunity Act and the regulations issued there under by the federal government; Bob Barker Company, Inc. certifies that we are in compliance with The Equal Employment Opportunity Act and the regulations issued there under by the federal government
- The Americans with Disabilities Act of 1990 and the regulations issued there under by the federal government; Bob Barker Company, Inc. certifies that we are in compliance with The Americans with Disabilities Act of 1990 and the regulations issued there under by the federal government.
- The condition that the submitted proposal was independently arrived at, without collusion, under penalty of perjury as outlined in Appendix F – Non-Collusion Affidavit; Bob Barker Company, Inc. certifies that the submitted proposal was independently arrived at, without collusion, under penalty of perjury as outlined in Appendix F – Non-Collusion Affidavit and
- The condition that no amount shall be paid directly or indirectly to an employee or official of the County as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Contractor in connection with the procurement under this RFP. Bob Barker Company, Inc. certifies that no amount shall be paid directly or indirectly to an employee or official of the County as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Contractor in connection with the procurement under this RFP.

6.4. General Contractor Qualifications and Experience

6.4.1. i. Bob Barker Company has been supplying correction and detention supplies for over 40 years. From the very beginning, the company's commitment has been to deliver services beyond our customer's expectations while continuing to supply the broadest selection of top-quality products, at competitive prices, with fast and efficient customer service and delivery.

ii. In the business for over 40 years, Bob Barker Company, Inc. offers the broadest product lines of detention supplies in the market. We sell to federal, state, and local government agencies as well as select businesses. Bob Barker Company, Inc. is a member of the Chamber of Commerce, The American Correctional Association, The American Jail Association, The Direct Marketing Association and Dun & Bradstreet.

Bob Barker Company maintains a 95% service level and strive to ship all orders within 24-48 hours of receipt and entry. Bob Barker Company owns and operates two fully-staffed locations with warehouses in the U.S. One location is in North Carolina, and the other is located in Utah. The locations house a call center, customer service center, Sourcing/Purchasing, finance, human resources, and IT



departments which are all fully capable of directly handling all order processing, order inquiries, and/or questions that could arise during the life of the contract. Bob Barker Company has a national sales force of account managers that are located through-out the United States. These account managers work direct with end users to assist them with anything they may need. Bob Barker Company also offers a "Satisfaction Guaranteed" warranty on purchases.

iii. Bob Barker Company has been in business for 44 years. The annual sales for the previous three years are shown below

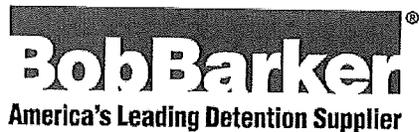


iv. Bob Barker Company is the leading and largest detention supplier in the detention market. In the business for over 40 years, Bob Barker Company, Inc. offers the broadest product lines of detention supplies in the market. We maintain over a 95% service level, and sell to every state in the United States as well as various international locations. Our strong national presence is supported by our national sales force, which maintains and manages accounts as the face of the organization. These account managers have a designated team of internal support to assist with any requests from customers.

v. Bob Barker Company owns and operates two fully-staffed locations with warehouses in the U.S. One location is in Fuquay Varina, North Carolina, and the other is located in Ogden, Utah. The locations house a call center, customer service center, Sourcing/Purchasing, finance, human resources, marketing, innovation and IT departments which are all fully capable of directly handling all order processing, order inquiries, and/or questions that could arise during the life of the contract.

vi. Bob Barker Company consists of 222 employees, and has been growing for over 40 years. They have a national client base across the United States. Bob Barker Company sells to federal, state, and local government agencies as well as select businesses.

vii. In 2007, Bob Barker Company, Inc. had a merger with Leslie Scott Inc. This increased the size of Bob Barker Company by about 30 million dollars. Along with Bob Barker Company's exceptional service, having the industry's largest inventory uniquely qualified us to adapt with this opportunity. Bob Barker



Company fulfilled all of Leslie Scott's previous contracts, and was able to continue to grow and serve the detention industry.

On October 8, 2014, Bob Barker Company acquired the company, Robinson Textiles. Bob Barker Company entered a joint service agreement to fulfill Robinson Textiles customers' order and ongoing service. Along with Bob Barker Company's exceptional service, having the industry's largest inventory uniquely qualified us to accept this opportunity to inherit and fulfill all of Robinson Textiles' previous contracts.

viii. Bob Barker Company, Inc. is a for profit S Corporation.

ix. Employment of Ex-Offenders Policy

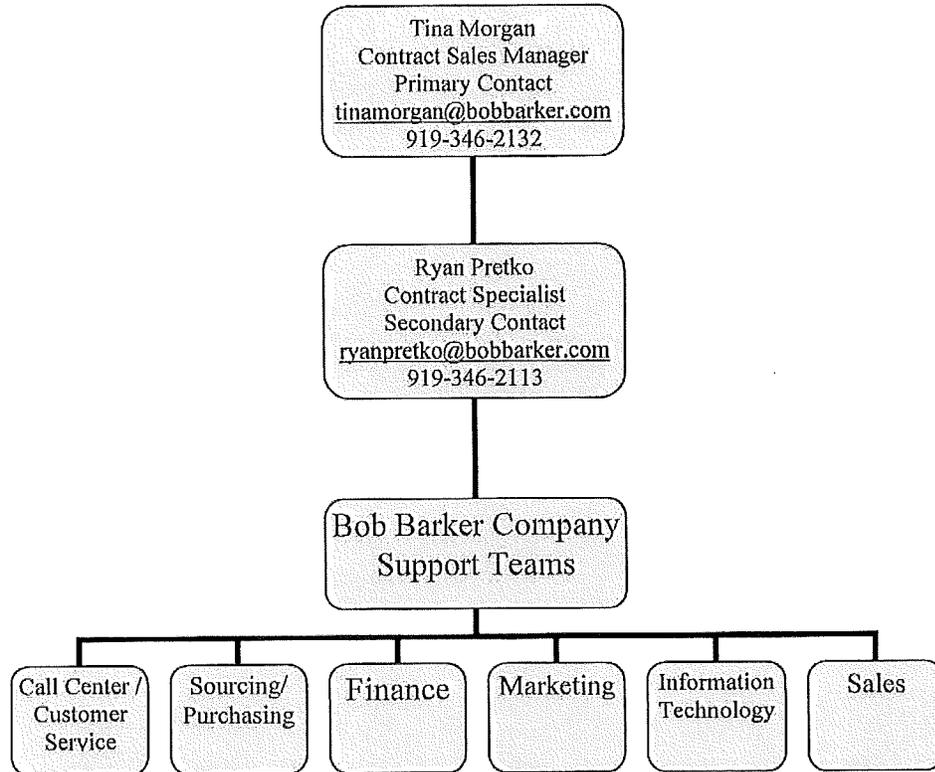
The purpose of this Policy is to ensure that Ex-Offenders are allowed a fair opportunity of employment at Bob Barker Company, Inc.

Bob Barker Company, Inc. does not automatically disqualify any person from hiring because of a criminal record. A criminal record will be considered among all other factors in evaluation an individual. This policy covers the potential employee screening process, but employment opportunities will vary on a case by case basis.

Job Screening Process

Candidates that have successfully completed rehabilitation programs are thoroughly screened before being presented as viable applicants. In reviewing a conviction record, the company will consider the length of time since the conviction, the rehabilitation of the individual, the age of the person when the crime was committed, and the seriousness of the offense. Ex-Offenders' backgrounds are screened for the relationship between the offenses of crimes and the functions of the position being filled. As a finance employee, for instance, we ask that prospective candidates not be convicted of any fraud related crimes. Any person with a criminal record shall have their application papers reviewed by the Human Resources Department and will undergo fair and unbiased treatment.

x. Below is the organizational structure of the project team. All team members associated with this project have extensive backgrounds in their job descriptions and fields of study. For example, sales team member support has product knowledge and strong selling backgrounds. They are able to grow National IPA sales volumes in their respective sales regions.



xi. The project team associated with this contract consist of a primary point of contact, a secondary point of contact, and a support staff consisting of the rest of the company. The primary Contact is Tina Morgan, the Contract Sales Manager for Bob Barker Company. The secondary point of contact is Ryan Pretko, the Contract Specialist for Bob Barker Company. The rest of Bob Barker Company has been informed of this contract, and are available for assistance in regards to all departments. This internal support comes from the call center, customer service center, Sourcing/Purchasing, finance, human resources, marketing, innovation and IT departments.

xii. Ryan Pretko
Secondary Contact
Contract Specialist
134 N. Main Street
Fuquay Varina, NC 27526
ryanpretko@bobbarker.com
919-346-2113

Tina Morgan
Primary Contact
Contract Sales Manager
134 N. Main Street
Fuquay Varina, NC 27526
tinamorgan@bobbarker.com
919-346-2132

Resumes are attached. Estimated hours to be worked on contract are 10 per week.

Ryan J. Pretko

Bob Barker Company 134
N Main Street,
Fuquay Varina, NC 27526

919.346.2113
ryanpretko@bobbarker.com

Summary

Highly motivated professional with a background in contract sales. Results driven team player proficient and qualified to analyze reports and recommend effective solutions to achieve company goals. Extremely dedicated to success and continual improvement.

Education

M.S. Environmental Management -University of Maryland University College, Baltimore, MD	2014-2016
B.A. Environmental Science – Concentration in Environmental Policy -Hood College, Frederick, MD	2008-2013

Areas of Strength

- Sales
- Time Management
- Project Management
- Contract Sales
- Government Contract Management
- Communication
- Multitasking
- Contract Reporting

Work History

Pricing Specialist – Bob Barker Company, Inc. January 2015 – June 2015
- Authorize and offer competitive sales contracts to local, state and federal facilities at a profitable sales margin. Maintain West territory contracts while focusing on growing business relationships and increasing company sales. Calculate pricing agreements for term contracts and renewals. Participate in meetings with management, purchasing, account managers, and customer service to review contract performance and develop contract management strategies.

Environmental Intern – Bob Barker Company, Inc. May 2014 – December 2014
- Responsible for preparation and implementation of waste audits at multiple company locations. Leads waste minimization efforts. Ensured company environmental compliance at local state and federal levels. Monthly compilation and recording of plant carbon emissions required by the EPA to fulfill regulatory requirements. Established Green Plus recertification. Developed a multi-year commuting carbon reduction plan for the company.

Environmental Scientist Intern – Spectrum Environmental Sciences, Inc. 2012
-Intern at an environmental consulting company. My responsibility was to provide quality assurance and technical support for a wide range of Spectrum projects. Involvement included various projects including preparation of minor air quality construction and operating permit applications. Ensured sustainability, performed ground water monitoring, and performed regulatory compliance research. I assisted senior level employees with Phase I assessments and chemical data analysis.

BETTINA S. MORGAN

249 Linville Lane
Willow Spring, NC 27592
919-818-5874
bstrickland55@nc.rr.com

OBJECTIVE

To secure a management position that enables me to utilize my strong organizational skills, leadership abilities, educational background, and motivation for setting and achieving sales goals.

EXPERIENCE

Bob Barker Co., Inc. – Fuquay-Varina, NC 2014-present
Contract Sales Manager

- Manager day to day operations of the bids group
- Manage and conduct all analysis necessary to administer bid business while continually producing positive economic profit.
- Lead all cross functional analytical work required on any business review, new business proposal or high volume opportunity.
- Negotiate the most advantageous position for the company which could possibly involve challenges to the customer's procurement procedure and technique.
- Understand and synthesize key business issues and develop creative insights into the performed analyses.
- Identify additional analyses that should be performed and independently scope the associated work plans.
- Manage bid tabulation retrieval program to monitor marketplace trends and competitive activity and provide marketing and sales management with regular insights into the current situation.
- Maintain specific margin percentages, win rate, dollars bid, and bid tab retrieval rate
- Have extensive knowledge of company's products, services and operating systems as well as well-rounded market knowledge
- Work effectively with other departments to communicate essential costs and products needed to be competitive in marketplace
- Assist National Sales Representatives and Account Managers in identifying customers that do not currently purchase key product item
- Manage and analyze reporting of region sales, margin dollars, and CPR for regional sales teams and communicate report findings to necessary team members
- Assist customers as needed with quote and order inquiries, usage reports, and product specifications

Bob Barker Co., Inc. – Fuquay-Varina, NC

2005-2013

Pricing Specialist

- Autonomously authorize and offer competitive pricing by analyzing cost, freight, competition and preferred profit margin for formal bids, short term contracts and one time orders
- Solicit and respond to bid request via telephone, mail, fax, sales representatives and the Internet.
- Follow up on bids and obtain bid tabulations
- Maintain specific margin percentages, win rate, dollars bid, and bid tab retrieval rate
- Have extensive knowledge of company's products, services and operating systems as well as well-rounded market knowledge
- Work effectively with other departments to communicate essential costs and products needed to be competitive in marketplace
- Assist National Sales Representatives and Account Managers in identifying customers that do not currently purchase key product item
- Manage and analyze reporting of region sales, margin dollars, and CPR for regional sales teams and communicate report findings to necessary team members
- Assist customers as needed with quote and order inquiries, usage reports, and product specifications

Thomas Concrete – Raleigh, NC

2001-2005

Sales Coordinator

- Assisted Vice President of Sales, Sales Managers, and other members of the sales team
- Responsible for compiling and analyzing weekly and monthly sales reports
- Prepared and processed quotes for customers
- Researched potential bid opportunities
- Maintained customer and project files
- Processed credit applications
- Coordinated special events

East Carolina University – Greenville, NC

2000-2001

Processing Assistant

- Researched and printed student transcripts
- Processed fees and maintained daily records of collections
- Assisted students with class registration
- Maintained student files

EDUCATION

Bob Barker Bachelor's Degree – December 2009

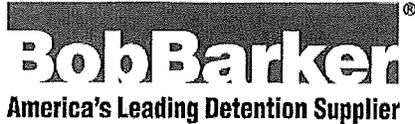
B.S. Business Administration – December 2007

Mount Olive College, Mount Olive, NC

Concentration: Management and Organizational Development

A.A.S. Business Administration – May 2001

Pitt Community College, Greenville, NC



6.4.2. Customer References (Customer references are also given in Appendix H). All customer references are for overall service of detention supplies.

Ventura County Jail Purchasing

600 Todd Road
Santa Paula, CA 93060
(805) 933-8524
Deputy Steve Mayo
steve.mayo@ventura.org

Supply of detention clothing and supplies from Bob Barker Company. Bob Barker Company has provided service for over 15 years.

San Diego County Sheriff's Office

446 Alta Road Bldg 23
Central Warehouse
San Diego, CA 92158
(951) 922-7278
Roberto Quinones
roberto.quinones@sdsheriff.org

Supply of detention clothing and supplies from Bob Barker Company. Bob Barker Company has provided service for over 15 years.

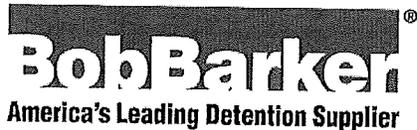
Kern County Purchasing

1115 Truxtun Ave
Bakersfield, CA 93301
(661) 868-3017
Cynthia Nicholson
cnicholson@co.kern.ca.us

Supply of detention clothing and supplies from Bob Barker Company. Bob Barker Company has provided service for over 15 years.

6.4.3. Below is a list of the precious contracts that Bob Barker Company has held with the County of Sacramento in the past 5 years.

Bob Barker Company has been doing business with Sacramento County for over 20 years. We have had numerous contracts that have extended over this time frame and wish that the County of Sacramento take this into consideration when analyzing the RFP. Not only has Bob Barker Company held formal contract with the County, but we have also helped the county find resolutions to non-contracted items.



i. Contract number 8083 (gloves), Contract number 7874 (detention supplies), Contract number 7873 (clothing)

ii. Contract Terms: Cooperative Contract with Bob Barker Company and the County of Sacramento.

iii. Procuring County Agency: Sacramento County

6.4.4. In the business for over 40 years, Bob Barker Company, Inc. offers the broadest product lines of detention supplies in the market. We sell to federal, state, and local government agencies as well as select businesses. Bob Barker Company, Inc. is a member of the Chamber of Commerce, The American Correctional Association, The American Jail Association, The Direct Marketing Association and Dun & Bradstreet.

6.5. Technical Approach

6.5.1. Bob Barker Company's proposal intends to fulfill all requests from the County of Sacramento as well as the needs and requirements of the National IPA.

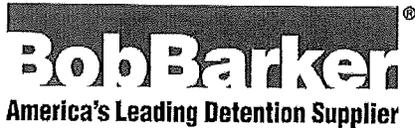
6.5.2. "Project Understanding, Qualification and Experience"

In the detention industry for over 40 years, Bob Barker Company has the ability to provide a wide variety of inmate and detention, supplies, solutions and services including, but not limited to, the following categories; clothing, footwear, bedding and linens, mattresses, laundry, medical supplies, personal hygiene products, recreation, and more. All of these needs are requested in the RFP and can be satisfied through Bob Barker Company. We have successfully become the leader in our industry and have the financial capabilities as well as the work force to execute this proposal with the county and the National IPA.

Bob Barker Company has reviewed and understands all of the requirements of the County and the National IPA as states in this RFP. Not only does Bob Barker Company understand the requirement, but we are excited to provide excellent service throughout the term of the contract.

Bob Barker Company intends to successfully supply all of the requirements in the RFP for the initial term of 3 years, with the option to renew the contract for two (2) additional one (1) year terms, with thirty (30) days written notice.

6.5.3. "Project Approach"



In the business for over 40 years, Bob Barker Company, Inc. offers the broadest product lines of detention supplies in the market. We sell to federal, state, and local government agencies as well as select businesses. Bob Barker Company, is prepared to accomplish all of the County of Sacramento and the National IPA's objectives and offer the scope of services required.

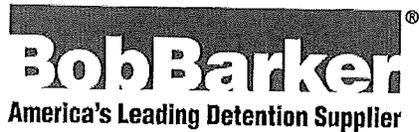
- 6.5.4. Bob Barker Company proposes to supply detention supplies through the National Intergovernmental Purchasing Alliance (NIPA) by entering into a Master Intergovernmental Cooperative Purchasing Agreement. The terms and pricing established in the resulting Master Agreement between Bob Barker Company and the Principal Procurement Agency will be the same as that available to Participating Public Agencies through National IPA.

All transactions, purchase orders, etc., will occur directly between Bob Barker Company and each Participating Public Agency individually, and neither National IPA, any Principal Procurement Agency nor any Participating Public Agency, including their respective agents, directors, employees or representatives, shall be liable to Bob Barker Company for any acts, liabilities, damages, etc., incurred by any other Participating Public Agency.

Bob Barker Company intends to provide marketing and administrative support for the National IPA. The Bob Barker Company marketing team will work in conjunction with National IPA to promote the Master Agreement through

- A. Marketing collateral (print, email, presentations)
- B. Website support
- C. Trade shows/conferences/meetings
- D. Advertising
- E. Individual sales calls
- F. Joint sales calls
- G. Communications/customer service
- H. Training sessions for Bob Barker Team Members

Bob Barker Company demonstrates a strong national presence supported by our national sales force, which maintains and manages our customer accounts. These account managers are the face of the organization and meet with customers throughout the United States. Bob Barker Company also has a Contract "Bids" Team which manages and acquires contracts across the country. Contracts are held in every state, and range from the Federal, State, County, Local and Private levels.



Bob Barker Company will educate the national sales force about this contract through emailed material, as well as a meeting that will introduce and explain the logistics of the contract. This meeting will review how this contract can be used by each sales representative, and how they can promote this contract to their designated customers. If there are any questions from the national sales force, they will have a designated primary contact (Ryan Pretko) as well as a secondary contact (Tina Morgan) to contact.

Products and services will be distributed nationwide through Bob Barker Company's operations and logistics departments. In over 40 years of supplying the correctional market, Bob Barker Company has successfully distributed products and services to our customers with over a 95% service level. This service level and delivery will be continued through the life of this contract.

The proposal shall be marketed nationwide via Bob Barker Company's website and promotional material. Within the first 90 days of the award of the Master Agreement, Bob Barker Company will be posting a co-branded press release within the first 10 days of the contract. The announcement of the contract and contract details will be posted on Bob Barker Company's website (www.bobbarker.com) within the first 30 days of the awarded contract. The Bob Barker Company marketing team will design a marketing flyer regarding the contract to distribute within the first 90 days of the contract. This contract promotional material will be available to the County of Sacramento as well as the National IPA.

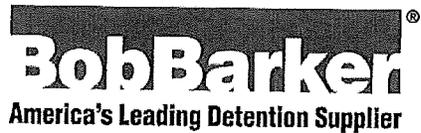
All product that is touched by Bob Barker Company is tracked through our internal systems. This allows Bob Barker team members to run reports on product that is sold to all end users as well as through specific contracts. With the collaboration and support of the Bob Barker Company IT team, we are able to provide any reports necessary or requested by the National IPA or County.

Appendix P

Supplier Qualifications

3.1 Company

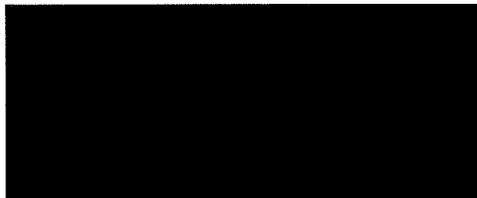
- A. Bob Barker Company has been supplying correction and detention supplies for over 40 years. From the very beginning, the company's commitment has been to deliver services beyond our customer's expectations while continuing to supply the broadest selection of top-quality products, at competitive prices, with fast and efficient customer service and delivery.



- B. Bob Barker Company employs 222 team members located across the country. The company has two main distribution centers. One is located in Fuquay Varina, North Carolina, and the other is located in Ogden Utah. The National Sales force consists of team members who work out of their homes across the United States. This gives the company the ability to reach any and all customers.

- C. Bob Barker Company has two support centers. One is located in Fuquay Varina, North Carolina, and the other is located in Ogden Utah.

- D. Bob Barker Company has been in business for 44 years. The annual sales for the previous three years are shown below



E. FEIN Number: 56-1558062

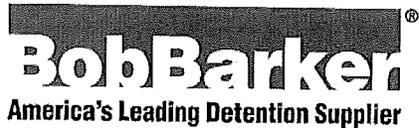
Dunn and Bradstreet Report Number: 05-852-5536

3.2 Distribution Logistics

- A. Products and services will be distributed nationwide through Bob Barker Company's operations and logistics departments. In over 40 years of supplying the correctional market, Bob Barker Company has successfully distributed products and services to our customers with over a 95% service level. This service level and delivery will be continued through the life of this contract.

- B. Bob Barker Company uses third party freight carriers to distribute products nationally. These include but are not limited to FedEx, UPS, and CH Robinson.

- C. The company has two main distribution facilities. One is located in Fuquay Varina, North Carolina, and the other is located in Ogden Utah. Locations and size are shown below.



NC Distribution Center
7925 Purfoy Road
Fuquay Varina, NC 27526
200,000 Square Feet

UT Distribution Center
475 South Depot Drive
Ogden, UT 84404
85,000 Square Feet

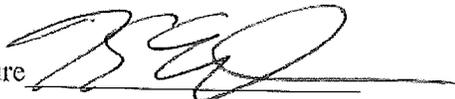
- D. All customers must be satisfied with our products or services, or simply return the merchandise, freight prepaid, for any reason within 30 days for an exchange, refund, or credit. Restocking charges may apply to some items. Custom-made and silkscreen items may not be returned, but when possible, we'll provide pre-production samples of custom-made products. Loss or damage on freight must be noted on the delivery receipt at the time of delivery. Please save all of the original packing material. To ensure proper credit, before returning product, call 1-800-527-6011, Monday through Friday from 8 am to 5 pm (EST).

3.3 Marketing and Sales

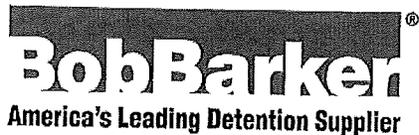
- A. Within the first 90 days of the award of the Master Agreement, Bob Barker Company will be posting a co-branded press release within the first 10 days of the contract. The announcement of the contract and contract details will be posted on Bob Barker Company's website (www.bobbarker.com) within the first 30 days of the awarded contract. The Bob Barker Company marketing team will design a marketing flyer regarding the contract to distribute within the first 90 days of the contract. This contract promotional material will be available to the County of Sacramento as well as the National IPA.

This agreement is supported by the executive leadership at Bob Barker Company. The VP of Sales, Kevin Donovan, sponsors this go-to-market strategy and has signed this proposal in agreement to the terms and conditions.

Kevin Donovan
VP Sales
Bob Barker Company

Signature 

Bob Barker Company demonstrates a strong national presence supported by our national sales force, which maintains and manages our customer accounts. These account managers are the face of the organization and meet with



customers throughout the United States. Bob Barker Company also has a Contract "Bids" Team which manages and acquires contracts across the country. Contracts are held in every state, and range from the Federal, State, County, Local and Private levels.

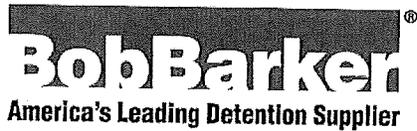
Bob Barker Company will educate the national sales force about this contract through emailed material, as well as a meeting that will introduce and explain the logistics of the contract within the first 90 days of the award. This meeting will review how this contract can be used by each sales representative, and how they can promote this contract to their designated customers. If there are any questions from the national sales force, they will have a designated primary contact (Ryan Pretko) as well as a secondary contact (Tina Morgan) to contact.

- B. Within the first 90 days of the award of the Master Agreement, Bob Barker Company will be posting a co-branded press release within the first 10 days of the contract. The announcement of the contract and contract details will be posted on Bob Barker Company's website (www.bobbarker.com) within the first 30 days of the awarded contract. The Bob Barker Company marketing team will design a co-branded marketing flyer regarding the contract to distribute within the first 90 days of the contract. This contract promotional material will be available to the County of Sacramento as well as the National IPA.

Bob Barker Company commits to attend and participate at the National IPS at regional and supplier specific trade shows, conferences and meetings throughout the term of the Master Agreement. Bob Barker Company also commits to attend, exhibit and participate at the NIGP Annual Forum in an area reserved by National IPA for partner suppliers. Booth space will be purchased and staffed by Bob Barker Company. In addition, we commit to provide reasonable assistance to the overall promotion and marketing efforts for the NIGP Annual Forum, as directed by National IPA.

Bob Barker Company commits to the design and publication of national and regional advertising in trade publications throughout the term of the Master Agreement. Bob Barker Company will support the ongoing marketing and promotion of the Master Agreement throughout its term. This can include, but is not limited to case studies, collateral pieces, and presentations.

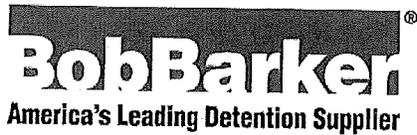
Bob Barker Company will have a dedicated National IPA internet web-based homepage with the National IPA standard logo, a copy of original Request for Proposal, a copy of contract and amendments between Principal Procurement



Agency and Supplier, a summary of products and pricing, marketing materials, an electronic link to National IPA's online registration page, and a dedicated toll free number and email address for National IPA.

The copy of the original RFP will be posted without the company's yearly sales information, as this is confidential information.

- C. Bob Barker Company's current contracts are held in every state, and range from the Federal, State, County, Local and Private levels. These customers will now also have the ability to purchase through the National IPA. The National IPA contract will be a focus selling point to customers and shall be positioned as an important part of the company's sales
- D. Bob Barker Company agrees to provide the company's logo to National IPA and agrees to provide permission for reproduction of such logo in marketing communications and promotions
- E. Bob Barker Company is responsible for proactive direct sales of goods and services to Public Agencies nationwide and the timely follow up to leads established by National IPA. All sales materials will use the National IPA logo. Bob Barker Company's sales initiatives will communicate that the Master Agreement was competitively solicited by a Principal Procurement Agency, best government pricing, no cost participation, and a non-exclusive contract.
- F. Bob Barker Company is responsible for the training of its national sales force on the Master Agreement. Sales training will include, key features of Master Agreement, working knowledge of the solicitation process, and awareness of the range of Public Agencies that can utilize the Master Agreement through the National IPA.
- G. Contact information for the team members who will be responsible for various information is listed below.
 - a. Marketing
 - i. Mike Reed
VP of Marketing
mikereed@bobbarker.com
919-346-2170



- b. Sales
 - i. Kevin Donovan
VP of Sales
kevindonovan@bobbarker.com
919-346-2108

- c. Sales Support
 - i. Debbie Piro
Customer Reps Manager
debbiepiro@bobbarker.com
919-346-2181

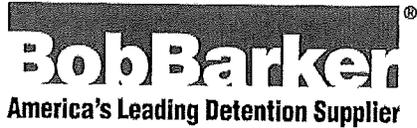
- d. Financial Reporting
 - i. Jack Frankenfield
Director of Finance
jackfrankenfield@bobbarker.com
919-346-2167

- e. Contracts
 - i. Ryan Pretko
Contract Specialist
ryanpretko@bobbarker.com
919-346-2113

 - ii. Tina Morgan
Contract Sales Manager
tinamorgan@bobbarker.com
919-346-2132

H. Bob Barker Company demonstrates a strong national presence supported by our national sales force, which maintains and manages our customer accounts. These account managers are the face of the organization and meet with customers throughout the United States. Bob Barker Company also has a Contract "Bids" Team which manages and acquires contracts across the country. Contracts are held in every state, and range from the Federal, State, County, Local and Private levels.

The highest-level executive in charge of the sales team is Kevin Donovan, the Vice President of Sales. His contact information is



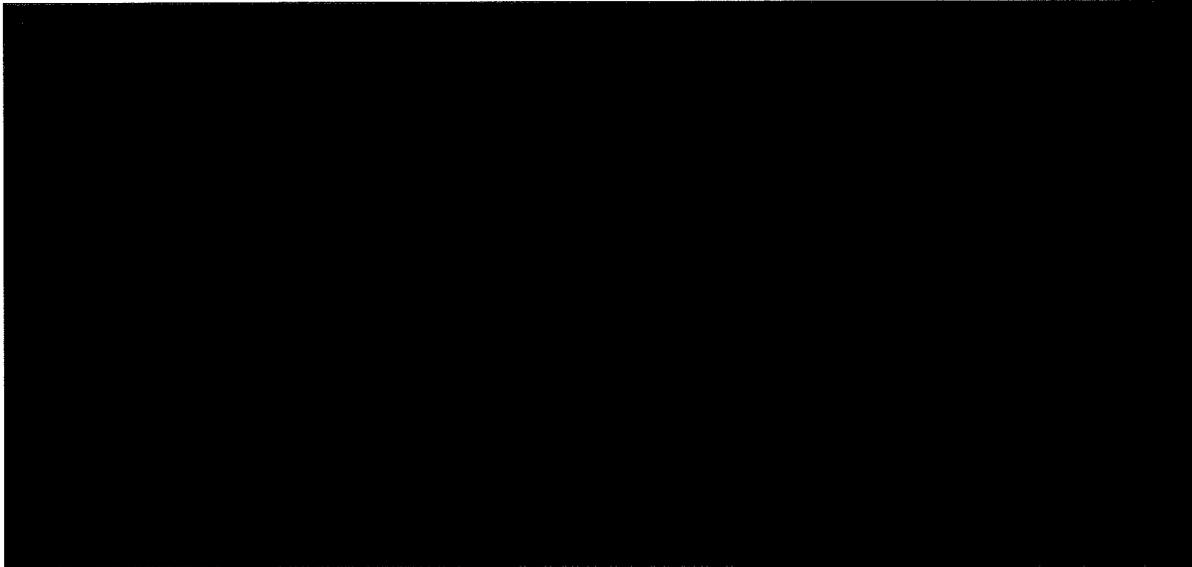
Kevin Donovan
VP of Sales
kevindonovan@bobbarker.com
919-346-2108

- I. The Bob Barker Company sales team will be working to support the National IPA to promote the contract through education and sales through the agreement. Using the National IPA as a resource, the national sales team will use the contract as a selling tool to gain new business and promote the program.
- J. Bob Barker Company will manage the contract and national program including ongoing coordination of marketing and sales efforts, and timely new Participating Public Agency account set-up.

Within the first 90 days of the award of the Master Agreement, Bob Barker Company will be posting a co-branded press release within the first 10 days of the contract. The announcement of the contract and contract details will be posted on Bob Barker Company's website (www.bobbarker.com) within the first 30 days of the awarded contract. The Bob Barker Company marketing team will design a co-branded marketing flyer regarding the contract to distribute within the first 90 days of the contract. This contract promotional material will be available to the County of Sacramento as well as the National IPA.

Though Bob Barker Company has accounts set up with many end users at various governmental and private levels, we are capable of adding as many new users as needed. A full time team member at Bob Barker Company is in charge of the account maintenance and account additions. This ensures the timely and accurate set up of all accounts.

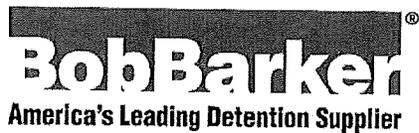




- L. Bob Barker Company has information systems that a capable of handling all orders and management of the contract. Our order system allows a facility to place an order through phone/email/fax- these orders are processed through our task team and stock orders go out the next day. We have a forecasting system built for large contracts like this one, so that we have on-hand the items your facilities need. The internal systems can track orders, store customer data, and store all information that would be needed for the life of this contract.

- M. Bob Barker Company can guarantee the following sales in the initial three years of the Master Agreement. Bob Barker Company will likely have much higher sales volumes through the National IPA, upwards of the multiple millions of dollars. However, due to a lack of historical information of the National sales volume through the National IPA, we are unable to guarantee the estimated sales. Bob Barker Company has used the previous sales usage for the County of Sacramento to report the sales volume for the following three years. These sales are noted below.





N. In the case that a Public Agency issues their own solicitation, Bob Barker Company may need to price items higher, or lower than the National IPA contract. However, Bob Barker Company will be offering National IPA contracted pricing to any Public Agency that posts their own solicitation as a secondary option. Bob Barker Company's goal is to use the National IPA contract an option for Public Agencies to not have to go out to bid. We would be happy to provide the option to purchase through the National IPA and Bob Barker Company without issuing their own solicitation.

6.5.5. Appendix P Signatures

Kevin Donovan
VP of Sales
kevindonovan@bobbarker.com
919-346-2108

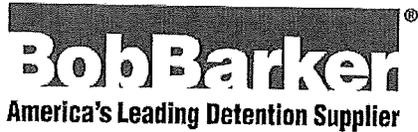
Ryan Pretko
Contract Specialist
ryanpretko@bobbarker.com
919-346-2113

Tina Morgan
Contract Sales Manager
tinamorgan@bobbarker.com
919-346-2132

6.5.6. Product

6.5.6.1. The products supplied by Bob Barker Company meet the requirements of the solicitation. Bob Barker Company has successfully supplied the County of Sacramento with detention supplies for many years. The quality and consistency of these supplies will continue to be supplied to Sacramento County and the National IPA if Bob Barker Company is awarded the Master Agreement.

i. Identification and description of product categories offered



- ii. Identification and description of sub categories
- iii. Bob Barker Company uses our private label Bob Barker Brand for products in each sub category when possible. Majority of the products we offer are products made by or for Bob Barker Company. For non-private label products, the manufacturer information can be requested and supplied on an as needed basis. This is due to the occasional change of manufacturers in each sub category in order to provide the end user the best quality product at the most competitive price possible.

<i>CATEGORY (i.)</i>	<i>SUB CATEGORY (ii.)</i>	
<i>Clothing</i>	Briefs	
	Disposable Clothing	
	Gloves	
	BDU Uniforms	
	Jackets & Coats	
	Jeans	
	Jumpsuits	
	Screening	
	Shorts	
	Socks	
	Sweats	
	T-Shirt/Underwear	
	Thermal Underwear	
	Tri-Stitch Uniforms	
	Uniforms	
	Work Clothes	
	Apparel Polo	
	Badges and Insignia	
	<i>Footwear</i>	Boots
		Sandal/Flip-flop
Slippers		
Socks		
Step In/Pullover		
<i>Furnishings</i>	Tennis Shoes	
	Thongs (V-straps)	
	Bench, Stool, Seat & Chair	
	Bunks & Accessories	

	Cots/Beds
	Desks
	Foot/Gun Lockers
	Furnishings
	Janitorial Maintenance
	Lockers
	Mirrors
	Tables
	Office Supplies
<i>Inmate Transport</i>	Inmate Transport
	VanCell
<i>Institutional Uniforms</i>	Jumpsuits
	Striped Uniforms
	TriStitch Uniforms
	Uniforms
	Value Line Uniforms
	Antimicrobial Uniforms
<i>Kitchen/Janitorial</i>	Janitorial Maintenance
	Laundry Bags
	Shower Curtains
	Kitchen
	Lighting
<i>Linen</i>	Bedspreads
	Blankets
	Blankets, Non Wool
	Mattress Covers
	Pillows
	Sheets/Pillowcases
	Shower Curtains
	Towels/Washcloths
<i>Mattresses</i>	Sewn Clear Mattress
	Sewn Cotton Matts
	Sewn Poly Matts
	Clear Poly Matt
	Clear Poly Pillow Matt
	Cotton Matt
	Cotton Pillow Matt

Personal Care

Foam Mattress
Poly Matt
Poly Pillow Matt
Mattress Covers
Value Line Mattress
Wound Care
Infection Protection
Eye Care
Combs/Brushes
Deodorant/Antiperspirant
Ethnic Products
Exam Gloves
Feminine Hygiene
Admission Kits
Lotions
Mirrors
Razors
Hair Care
Shaving & Accessories
Skin/Foot Care
Soap
Toothbrushes
Toothpaste
Hand/Leg/Ankle Cuffs

*Restraints/Staff
Supplies*

Restraints
Security
Staff Supplies
Recreation & Games
Footwear

*Suicide Prevention
T-Shirts, Shorts &
Sweats*

Suicide Prevention
Disposable Clothing
Shorts
Socks
Sweats
T-Shirt/Outerwear
T-Shirt/Underwear

Underwear & Socks

Boxers
Bras
Briefs
Panties
Socks

Officers Only

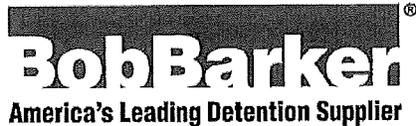
Thermal Underwear
Hand/Leg/Ankle Cuffs
Restraints
Screening
Apparel Outerwear
Apparel Polo
Apparel Tactical
Badges and Insignia
Body Armor
Duty Gear
First Response
Footwear, Boots
Protective Eqp Helmets
Clothing Uniforms Class
Clothing Uniforms Staff
Clothing Uniforms BDU & Military
Clothing Tactical Casual
Clothing Under Clothing
Clothing Polos
Clothing Outerwear
Clothing Hats & Headwear
Clothing Accessories
Gloves
Footwear
Patches
Badges
Insignia
Flashlights
Radios & Accessories
Cameras & Surveillance
Armor - NIJ Spike
Armor - NIJ Ballistic

	Armor - NIJ Ballistic helm
	Armor - NIJ Combination vest
	Armor - NIJ Tactical Body
	Riot - Less Lethal
	Riot - Protective wear
	Riot - Shields/batons
	Training materials
	Eye protection
	Duty Gear Nylon
	Duty Gear Leather
	Bags
	Knives
	Tools
<i>Recreation</i>	Batteries
	Office Supplies
	Recreation & Games
<i>Health Care</i>	Wound Care
	Medicine
	Infection Protection
	Medical Instruments
	Eye Care
	Exam Gloves
	Gloves
	Skin/Foot Care
	Drug and Alcohol screens

6.5.6.2. As of the opening of the bid, Bob Barker Company holds 5575 product skews in the catalog. This number does not include the different colors of the same items. Though this number is current, over the term of this contract, products will likely be added and discontinued.

Majority of the products that are in the catalog are stocked in multiple distribution center warehouses across the U.S. The few items that are not stocked in our distribution warehouses are drop shipped, and stocked in warehouses by our third party suppliers.

6.5.6.3. Green products are described and noted in the description of the item in the catalog.



6.5.6.4. Bob Barker Company does offer a "Private Line" of products. These are manufactured by Bob Barker Company and many have patents to protect our name branded products.

6.5.6.5. Bob Barker Company has been in business for over 40 years and has grown to be America's leading detention supplier. Bob Barker Company supplies a wide variety of items, encompassing majority of the items that are requested in this RFP. With business in all 50 states and internationally, Bob Barker Company has depth and experience in a multitude of facilities and works with thousands of end-users every month. The products that will be supplied in this contract meet the quality that Bob Barker Company stands behind.

6.5.7. Services

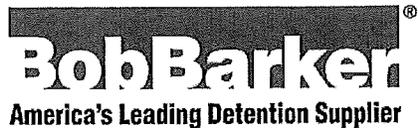
6.5.7.1. Bob Barker Company has been in business for over 40 years and has grown to be America's leading detention supplier. Bob Barker Company supplies a wide variety of items, encompassing majority of the items that are requested in this RFP. With business in all 50 states and internationally, Bob Barker Company has depth and experience in a multitude of facilities and works with thousands of end-users every month.

The staff at Bob Barker Company has grown tremendously over the years and has recently eclipsed the 220 employee mark with representatives in North Carolina and Utah. Traveling Regional Sales Managers, and Account Managers who live inside their territories also represent Bob Barker Company.

As Bob Barker Company continues its upward trends, its management hopes to be of great value to the National IPA and County of Sacramento.

Bob Barker Company has two distribution centers (Ogden, Utah & Fuquay-Varina, NC) which means the majority of orders are filled in-house by BBC employees. Our order system allows a facility to place an order through phone/email/fax- these orders are processed through our task team and stock orders go out the next day. We have a forecasting system built for large contracts like this one, so that we have on-hand the items your facilities need.

If you order something that is non-stock, dedicated "buyers" place those orders directly with the manufacturer and make sure that the orders are shipped in a timely manner.



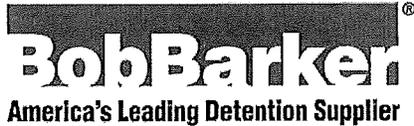
Should an item be backordered, the order-placer will be contacted by our task team and given a “promise by” date for when the item will be delivered.

We have an in-house silk-screening process, so we are able to do silk screening out of our Fuquay-Varina, NC distribution center. We have three dedicated team members in our screening room who handle significant volume on a daily basis and will work this RFP’s orders into the fold in a timely manner. We also have an in house silk screening process in Ogden, Utah. This allows screening of materials in a timely manner to be delivered to anywhere in the U.S.

We have an in-house embroidery process, so we are able to do embroidery out of our Ogden, UT distribution center. We have two dedicated team members in our embroidery room who handle significant volume on a daily basis and will work this RFP’s orders into the fold in a timely manner.

6.5.7.2 The rollout of the program and the services that will be provided to the County of Sacramento and their staff should be a smooth transition from the current supply status from Bob Barker Company. Being that Bob Barker Company has successfully supplied the County of Sacramento for many years, our rollout with this new contract will supply timely delivery of all items awarded through the contract. The internal and external support staff has demonstrated and will continue to demonstrate the quality service for any and all questions, concerns and problems that the County may encounter through the life of this contract. All of Bob Barker Company’s internal and external support will be available to the Sacramento County staff. If awarded the contract, the Sacramento County Regional Sales Manager, and Account Manager will visit the county of Sacramento’s staff to answer and address any of the questions, comments and concerns that the staff may have about the program and contract with Bob Barker Company.

6.5.7.3. Bob Barker Company will be posting a co-branded press release within the first 10 days of the contract. The announcement of the contract and contract details will be posted on Bob Barker Company’s website (www.bobbarker.com) within the first 30 days of the awarded contract. The Bob Barker Company marketing team will design a marketing flyer regarding the contract to distribute within the first 90 days of the contract.



This contract promotional material will be available to the County of Sacramento as well as the National IPA.

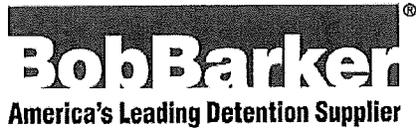
6.5.7.4. Bob Barker Company will keep open communication and contact to the County and National IPA via the primary and secondary contact in this solicitation. Communication will also be available through our call/service center and through the Account Managers who will have an in depth understanding of the contract. Because of this communication availability, relationships between Bob Barker Company employees and customers will be maintained and created. Any problems that a customer, the County, or the National IPA may have regarding this contract will be solved and handled by the knowledgeable staff at Bob Barker Company. New products and services will be forwarded to the Innovation department at Bob Barker Company. These new product suggestions will be analyzed and if possible introduced into Bob Barker Company's product line.

6.5.7.5. Bob Barker Company has a variety of software programs that create the ability to pull and sort any data that touches the Bob Barker Company internal system. This software is incredibly in-depth. Details on practically any data requested is available to be analyzed. With support of this contract from the entire Bob Barker Company IT department, any data requested from a customer, the County, or the National IPA can be gathered, analyzed and reported on.

6.5.8. Ordering and Invoices

6.5.8.1. Bob Barker offers secure online ordering via the internet. You may also place your order via telephone (1-800-334-9880); FAX (1-800-322-7537) or E-mail (customerservicewest@bobbarker.com). Sales office hours are from 8 a.m. to 7 p.m. (EST) Monday through Friday. Credit Cards are accepted with no minimum orders. We will research any item requested and return an answer to you within 24 to 48 hours. If backorders occur, you will be notified at time of order. If you place your order via fax, email, or web and a backorder occurs of more than two weeks, you will be notified of the estimated delivery date.

Within the last year, Bob Barker Company has made significant upgrades to the company website, www.bobbarker.com. Once a customer signs into their account, they have the ability to see their contract pricing, which will automatically populate and change from the standard catalog pricing when an item is selected. They have the ability to track orders, search for items/



product options, check history, create a cart, repeat orders, check if items are in stock, and order 24/7 via the website. We also have internal employees who work full time to continue website development. This is an essential tool to help integrate the requirements of the National IPA through Bob Barker Company.

6.5.8.2. Invoices are handled by our finance division, and are not sent until an item has shipped. They can be send multiple ways. Electronic invoicing is available via email. Summary invoicing is available via statements. If the County or any other facility needs another option, Bob Barker Company is happy to work out any solutions necessary to provide the end user the easiest invoicing possible. A sample invoice is attached.

6.5.8.3. Any problems that a customer may have are reported to customer service. They are highly trained and are able to handle all types of returns, defective or wrong products, as well as any incorrect shipments. All customers must be satisfied with our products or services, or simply return the merchandise, freight prepaid, for any reason within 30 days for an exchange, refund, or credit. Restocking charges may apply to some items. Custom-made and silkscreen items may not be returned, but when possible, we'll provide pre-production samples of custom-made products. Loss or damage on freight must be noted on the delivery receipt at the time of delivery. Please save all of the original packing material. To ensure proper credit, before returning product, call 1-800-527-6011, Monday through Friday from 8 am to 5 pm (EST).

6.5.8.4. Bob Barker Company measures performance using multiple software systems. The systems are a check and balance to ensure that data is accurate. Bob Barker Company holds a 96% stock rate and updates our bulk capacity daily. Bob Barker Company also runs a daily backorder report that is sent to the forecasting managers who adjust ordering accordingly. Due to the fact that this is a live report, that is constantly changing, the line item rate will constantly be changing.

Bob Barker Company ensures to fill any backorders and depleting stock at an acceptable rate in order to keep up with orders and demand from customers.

6.5.8.5. Out of stock items are noted on the website and internal systems for all team members of Bob Barker Company to access. "Product change" emails are also forwarded to all internal Bob Barker Company employees so that they may relay this information to any given customer.

INVOICE



Bob Barker Company, Inc.
 PO Box 429
 Fuquay-Varina, NC 27526-0429

Please Remit Payment To:
 Bob Barker Company, Inc.
 PO Box 890885
 Charlotte, NC 28289-0885

Invoice #	Invoice Date
UT1.380357	04/14/2016
Cust Code	Due Date
SACCA0	04/14/2016
Related Order Number	
UT1000335591	

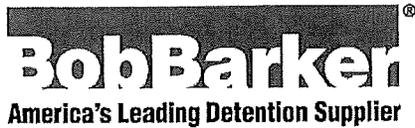
Contact Info:
 Phone: 800-235-8586
 Fax: 888-772-0252
 Email: ar@bobbarker.com

Bill To: Sacramento Cnty Prbtrn Fiscal Svcs
 9750 Business Park Dr
 Ste 220
 Sacramento, CA 95827- US
 Phone: 916-875-0224 Fax: 916-875-0347

Ship To: Sacramento Co Juv Hall
 Dock Hrs 5am-12:45pm M-F
 9601 Kiefer Blvd
 CA81183011
 Sacramento, CA 95827-3818 US
 Phone: 916-855-8458 Fax: 916-875-5244

P.O. Number CA81183011	Ordered By Darell Ross/email	Shipped Via FEXGND	Terms NET	Sales Agent WAM02		
Item Code	Item Description	Shipped Qty	B/O Qty	U/M	Unit Price	Amount
CB124254	Body Wash Deep Moisture,24oz. M6	12	0	CS	\$68.29	\$819.48

Subtotal:	\$819.48
Tax:	\$65.56
Other:	
Freight:	
TOTAL DUE	\$885.04



Should an item be backordered, the order-placer will be contacted by our task team and given a "promise by" date for when the item will be delivered. The customer also has the options to request a substitute item, if available, or to cancel the order when notified.

6.5.9. Delivery and Return Capabilities

6.5.9.1 Our order system allows a facility to place an order through phone/email/fax- these orders are processed through our task team and stock orders go out the next day. We have a forecasting system built for large contracts like this one, so that we have on-hand the items your facilities need. Bob Barker Company is capable of delivering to multiple shipping locations, and is able to accommodate these type of requests.

Standard delivery of items may vary from 3-10 days ARO. Expedited delivery is available, but may require the customer to pay shipping charge depending on the request.

If you order something that is non-stock, dedicated "buyers" place those orders directly with the manufacturer and make sure that the orders are shipped in a timely manner.

Should an item be a specialty item, or backordered, the order-placer will be contacted by our task team and given a "promise by" date for when the item will be delivered. Delivery and tracking may also be followed via contact with the Bob Barker Company customer service department.

Bob Barker Company uses tracking numbers that verify if a delivery was received. This allows for Bob Barker Company to make sure that deliveries arrive at a given location and in a timely manner.

6.5.9.2. Packing slips are included with every shipment. Packing slips include the date, time, pick ticket number, ordering number, customer code, shipping from location (warehouse), ship to address, bill to address, customer PO number, shipping method, item numbers, item descriptions, shipping quantity, shipping unit of measure, quantity backordered, and any notes about the order.

A sample packing slip is attached.

6.5.9.3. Any problems that a customer may have are reported to customer service. They are highly trained and are able to handle all types of returns,

BobBarker

www.bobbarker.com

Pick Ticket Number: NC1001563181
 Order Number: NC1001202450
 Customer Code: HAMMA5
 Shipping Location: NC1

Date: 9/23/2015
 Time: 13:0

Ship To:
 Hampden Cnty Jail
 627 Randall Rd

Bill To:
 Hampden Cnty Jail
 627 Randall Rd

PCPCSDH10001019043AS00
 Ludlow , MA 01056-1085 US

Ludlow , MA 01056-1085 US

Customer PO: PCPCSDH10001019043A

Shipped Via: LTLEST

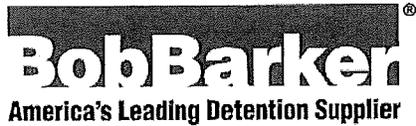
Item Number	Description	Shipped Qty	UOM	BackOrdered QTY
1800-XL	Thong, V-strap Sz Xlarge 12 ea/dz, 6 dz/mc	432	D12	0
2901-10	Shoe Hi Top Velcro Black Sz 10 1 pr, 12 pr/mc	120	PR	0
2901-11	Shoe Hi Top Velcro Black Sz 11 1 pr, 12 pr/mc	72	PR	0
2901-12	Shoe Hi Top Velcro Black Sz 12 1 pr, 12 pr/mc	36	PR	0
2901-8	Shoe Hi Top Velcro Black Sz 8 1 pr, 12 pr/mc	60	PR	0
2901-9	Shoe Hi Top Velcro Black Sz 9 1 pr, 12 pr/mc	120	PR	0
683-2XL	T-shirt, 100% Cotton, 2XL 12ea/dz, 6dz/mc	432	D12	0
683-3XL	T-shirt, 100% Cotton, 3XL 12ea/dz, 6dz/mc	360	D12	0
683-XL	T-Shirt, 100% Cotton, XL 12ea/dz. 6dz/mc	576	D12	0
EBRLS-3XL	Brief, White Bl Sz 3XLarge 12 ea/dz, 10 dz/mc	600	D12	0
EBRLS-XL	Brief, White Bl Sz XLarge 12 ea/dz, 10 dz/mc	720	D12	0

Your shipment consists of 70 boxes.

Notes:

Orders shipped via UPS, containing multiple cartons, may be delivered on separate days. Please contact us at 800-527-6011 about any questions on this order. If your order has been shipped via freight company, please carefully review for damage or short-shipment.

Order online with us at www.bobbarker.com



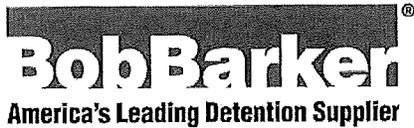
defective or wrong products, as well as any incorrect shipments. All customers must be satisfied with our products or services, or simply return the merchandise, freight prepaid, for any reason within 30 days for an exchange, refund, or credit. Restocking charges may apply to some items. Custom-made and silkscreen items may not be returned, but when possible, we'll provide pre-production samples of custom-made products. Loss or damage on freight must be noted on the delivery receipt at the time of delivery. Please save all of the original packing material. To ensure proper credit, before returning product, call 1-800-527-6011, Monday through Friday from 8 am to 5 pm (EST).

6.5.9.4. Recall notices are informed to the company from the sourcing team. If there is to be a recall, the internal sales department will reach out to their respective territories in the form of an email blast. Information will be passed to the end user via customer service and your account manager. If a county has a recalled item on contract, Bob Barker Company will contact procurement and inform them of the recall. Bob Barker Company will offer any solutions that we have to the problems, including but not limited to similar replacement items.

6.5.10. Warranty Policy.

Not only does Bob Barker Company honor the manufacturer's warranty, but we also honor a satisfaction guarantee. If, for any reason, you are not fully satisfied with a purchase from us, simply return the merchandise, in its original condition and with freight prepaid, within 30 days for an exchange, refund, or credit. Restocking charges may apply to some items. Custom-made and silkscreen items may not be returned, but when possible, we'll provide pre-production samples of custom-made products. Loss or damage on freight must be noted on the delivery receipt at the time of delivery. Please save all of the original packing material. To ensure proper credit, before returning product, call 1-800-527-6011, Monday through Friday from 8 am to 5 pm (EST).

Bob Barker Company, Inc. warrants to the original purchaser that sealed seam mattresses will be (1) free from cracks in the cover for Five years, and (2) free from failure of the Heat Sealed Bonds of the seams for Three years under normal conditions and use subject to the exclusions listed below. Warranty repair or replacement of defective mattresses shall be performed at no additional charge to the customer. Offeror shall be responsible for freight charges on picking up and returning of repair or replacement of defective mattresses. If requested by the Offeror in



writing, Customer will dispose defective mattresses after replacement mattresses are received.

Sealed seam mattress warranty does not apply to (1) scuffs, cuts, tears, punctures, burns or fire damage; (2) heavy items stored on the mattress; (3) mattresses exposed to the cold or the elements; (4) submerging in liquids; (5) misuse; (6) negligence; (7) use for any purpose except as a mattress for sleeping or sitting; (8) exposure to acids, solvents, or other corrosive or damaging substances; (9) failure to maintain, clean or inspect the mattress; or (10) ordinary wear and tear.

6.5.11. Billing Capabilities

Bob Barker Company has the ability to bill per order, monthly and electronically. Bob Barker Company is happy to work out any solutions necessary to provide the end user the easiest possible billing options.

6.5.12. Bob Barker Company has the ability to pull all reports that are necessary for the County and the National IPA. Usage reports, and reports are able to be created based on individual customers, as well as at the National level. Bob Barker Company has a variety of software programs that create the ability to pull and sort this type of data. Details on practically any data requested is available to be analyzed. With support of this contract from the entire Bob Barker Company IT department, any data requested from a customer, the County, or the National IPA can be gathered, analyzed and reported on.

A sample of a typical usage report gathered from last month's usage history of Sacramento County is attached as a reference.

6.5.13. Customer service is a very important part of the Bob Barker Company. The company. The County of Sacramento has a dedicated "West Team" of customer service representatives that can help with anything that may come up in the life of the contract. Customer service is broken into four groups that will be able to assist any region that the National IPA works with and in. These are the West, Central, North and South teams. Each team has a dedicated group of customer service representatives that will assist any and all customers in the region.

6.5.14. Within the last year, Bob Barker Company has made significant upgrades to the company website, www.bobbarker.com. Once a customer signs into their account, they have the ability to see their contract pricing, which will automatically populate and change from the standard catalog pricing when an item is selected. They have the ability to track orders, search for items/ product options, check

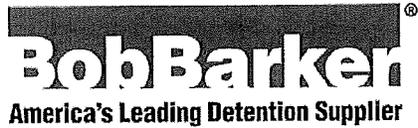
Supplier Name: Bob Barker Company

Contract Sales Report Month: March 2016

National IPA Contract Sales Monthly Report

Cust Code	Cust Name	City	State	Zip Code	Participating Agency Number	PO #	Order #	Order Date	Product Code	Description	Unit Price	Qty Ord'd	UM	Ext'd Price (Contract Sales)	Admin Fee %	Admin Fee \$
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-11	Shoe, Prem Deck Navy Sz 11	\$4.61	72	PR	\$331.92	2.50%	\$8.30
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-4	Shoe, Prem Deck Navy Sz 4	\$4.61	24	PR	\$110.64	2.50%	\$2.77
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-5	Shoe, Prem Deck Navy Sz 5	\$4.61	24	PR	\$110.64	2.50%	\$2.77
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-6	Shoe, Prem Deck Navy Sz 6	\$4.61	60	PR	\$276.60	2.50%	\$6.92
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-7	Shoe, Prem Deck Navy Sz 7	\$4.61	60	PR	\$276.60	2.50%	\$6.92
RIOCA0	Rio Cosumnes Corr Ctr	Elk Grove	California	95757	(given to Bob Barker by National IPA)	CA81183283	UT1000333933	2016-03-24	355NV-9	Shoe, Prem Deck Navy Sz 9	\$4.61	12	PR	\$55.32	2.50%	\$1.38
SACCA5	Sacramento Mental Health Ctr	Sacramento	California	95817	(given to Bob Barker by National IPA)	CA81183135	WEB000301353	2016-03-17	155NV-11	Shoe, Mens Navy Step-in 11	\$2.79	24	PR	\$66.96	2.50%	\$1.67
SACCA8	Sacramento Sher Main Jail Whse	Sacramento	California	95834	(given to Bob Barker by National IPA)	CA81184452	UT1000334547	2016-03-31	EVASTPN-OR-2XL	Shoe, Orange EVA Step-In 2XL	\$3.52	360	PR	\$1,267.20	2.50%	\$31.68
SACCA8	Sacramento Sher Main Jail Whse	Sacramento	California	95834	(given to Bob Barker by National IPA)	CA81184452	UT1000334547	2016-03-31	EVASTPN-OR-3XL	Shoe, Orange EVA Step-In 3XL	\$3.52	60	PR	\$211.20	2.50%	\$5.28
SACCA8	Sacramento Sher Main Jail Whse	Sacramento	California	95834	(given to Bob Barker by National IPA)	CA81184452	UT1000334547	2016-03-31	EVASTPN-OR-L	Shoe, Orange EVA Step-In L	\$3.52	960	PR	\$3,379.20	2.50%	\$84.48
SACCA8	Sacramento Sher Main Jail Whse	Sacramento	California	95834	(given to Bob Barker by National IPA)	CA81184452	UT1000334547	2016-03-31	EVASTPN-OR-M	Shoe, Orange EVA Step-In M	\$3.52	480	PR	\$1,689.60	2.50%	\$42.24
SACCA8	Sacramento Sher Main Jail Whse	Sacramento	California	95834	(given to Bob Barker by National IPA)	CA81184452	UT1000334547	2016-03-31	EVASTPN-OR-XL	Shoe, Orange EVA Step-In XL	\$3.52	960	PR	\$3,379.20	2.50%	\$84.48

Report Sales	\$11,155.08
Cumulative Contract Sales	\$11,155.08



history, create a cart, repeat orders, check if items are in stock, and order 24/7 via the website. We also have internal employees who work full time to continue website development. This is an essential tool to help integrate the requirements of the National IPA through Bob Barker Company.

Bob Barker Company also manages their inventory at two different distribution centers. Inventory management and forecasting are tools that have given us the ability to keep customer products in stock at all times. We have team members that work full time to forecast product lines and distribute product between distribution centers. This allows Bob Barker Company to ship from multiple locations, decreasing freight costs and saving the end user money.

6.5.15.

6.5.15.1 Bob Barker Company holds a GSA contract, but does not have any other government incentive programs.

6.5.15.2 Bob Barker Company will meet the monthly reporting criteria by running reports on the products that are sold in a requested time frame. These report of often asked for from other county and state agencies currently, so generating this information is a standard procedure for Bob Barker Company. Below is a sample of the monthly usage report.

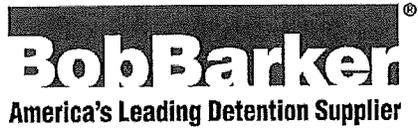
Supplier Name: Bob Barker Company

Contract Sales Report Month: March 2016

National IPA Contract Sales Monthly Report

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Report Sales	\$11,155.08
Cumulative Contract Sales	\$11,155.08



6.5.15.3. *Project Management*

Bob Barker Company is prepared to manage the project from preliminary stages, through its completion. We ensure that throughout the life of the contract, we will abide by and complete the scope of the services that are explained in this proposal. The County's objectives are paralleled with Bob Barker Company's objectives, to provide complete and professional delivery of detention supplies with excellence and quality.

Bob Barker Company's commitment is to deliver services beyond our customer's expectations while continuing to supply the broadest selection of top-quality products, at competitive prices, with fast and efficient customer service and delivery.

**APPENDIX E
SOLICITATION EXCEPTIONS**

Please list all exceptions below referring to name of specific section and (where applicable) paragraph, subsection number, or other identifier. For each exception, please quote the statement(s) to which you are taking an exception, for reference during bid analysis. **Exceptions considered excessive or affecting vital terms, conditions or specifications may reduce or eliminate your prospects for award.**

Bob Barker Company, Inc.

FIRM NAME

Page #	Section# /Title	Exception
7	Appendix O	White tube sock is 21", instead of 22.5" in length. Thermal Shirts are sold in Dozens, but are priced in Eaches.
8	Appendix O	Paper jumpsuits are priced as eaches but sold in cases of 25. Size small and 5XL Navy shorts are priced as eaches but sold in dozens
9	Appendix O	All sports bras are priced in eaches but sold in Dozens
10	Appendix O	Womens Deck Shoes Come in womens sizes 7-13 and 7.5-13.5. Work boot with laces comes in sizes 5-16.
11	Appendix O	V-strap thongs come in dozens but are priced in eaches. Foam Slippers come in cases requested (96/cs, 72/cs)
12	Appendix O	EVA slip ons shoes are alpha sized (S-3XL) covering sizes 5-16. PVC Slip on comes in sizes 6-14
13	Appendix O	Bar towels are 15"x25". 6.25 lbs per dozen. Mattress covers are 75"X30"X4" (fits the proposed mattress)

14	Appendix O	Mattress is 75"x30"x4"
16	Appendix O	Comb comes in case of 12 and is priced per dozen. Full size toothbrush is priced per case of 144. Toothbrush cover is priced per case of 144. 

**APPENDIX C
COUNTY OF SACRAMENTO
CONTRACTOR CERTIFICATION OF COMPLIANCE FORM**

WHEREAS it is in the best interest of Sacramento County that those entities with whom the County does business demonstrate financial responsibility, integrity and lawfulness, it is inequitable for those entities with whom the County does business to receive County funds while failing to pay court-ordered child, family and spousal support which shifts the support of their dependents onto the public treasury.

Therefore, in order to assist the Sacramento County Department of Child Support Services in its efforts to collect unpaid court-ordered child, family and spousal support orders, the following certification must be provided by all entities with whom the County does business:

CONTRACTOR hereby certifies that either:

- (a) the CONTRACTOR is a government or non-profit entity (exempt), or
- (b) the CONTRACTOR has no Principal Owners (25% or more) (exempt), or
- (c) each Principal Owner (25% or more), does not have any existing child support orders, or
- (d) CONTRACTOR'S Principal Owners are currently in substantial compliance with any court-ordered child, family and spousal support order, including orders to provide current residence address, employment information, and whether dependent health insurance coverage is available. If not in compliance, Principal Owner has become current or has arranged a payment schedule with the Department of Child Support Services or the court.

New CONTRACTOR shall certify that each of the following statements is true:

- a. CONTRACTOR has fully complied with all applicable state and federal reporting requirements relating to employment reporting for its employees; and
- b. CONTRACTOR has fully complied with all lawfully served wage and earnings assignment orders and notices of assignment and will continue to maintain compliance.

Note: Failure to comply with state and federal reporting requirements regarding a contractor's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment constitutes a default under the contract; and failures to cure the default within 90 days of notice by the County shall be grounds for termination of the contract. Principal Owners can contact the Sacramento Department of Child Support Services at (916) 875-7400 or (888) 271-3906, by writing to P.O. Box 269112, Sacramento, 95826-9112, or by E-mailing DCSS-BidderCompliance@SacCounty.net.

Bob Barker Company Inc
FIRM NAME

Ryan Pretko
CONTRACTOR SIGNATURE

4/4/2016
DATE

Ryan Pretko
Printed Name

APPENDIX F
Non-Collusion Affidavit

I state that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this proposal.

I state that:

1. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder, except as disclosed below in the exceptions field (accept with exceptions).
2. That neither the price(s) nor the amount of this proposal, and neither the approximate price(s) nor approximate amount of this proposal, have been disclosed to any other firm or person who is a bidder or potential bidder, and that they will not be disclosed before proposal opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal/bid or other form of complementary proposal.
4. The proposal by my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
5. My firm, its affiliates, subsidiaries, officer, directors and employees are not currently under investigation by any governmental agency and have not in the last five years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
6. No current or previous employee of the County of Sacramento (employed by County of Sacramento within the last calendar year) has been involved or is currently involved in any manner, directly or indirectly, with bidder's response or considerations in responding to this request.

I understand and my firm understands and acknowledges that the above representations are material and important, and will be relied upon by the County of Sacramento in awarding the contract(s) for which this proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the County of Sacramento of the true facts relating to the submission of proposals/bids for this contract. Any violation of this certification shall render bidder's response invalid. In such a case, bidder's response will be immediately disqualified.

Ryan Pretko
Signature

4/4/2016
Date

Ryan Pretko
Printed Name

Contract Specialist
Position Title

Bob Barker Company, Inc
Company Name

**APPENDIX H
CUSTOMER REFERENCES**

Your firm name: Bob Barker Company Inc

Company Name	Bob Barker Company, Inc
Address	600 Todd Road, Santa Paula, CA 93060
Contact Person/Title	Deputy Steve Mayo
Phone Number	805-933-8524
Email Address	steve.mayo@ventura.org
Service Provided	Dentention clothing and supplies

Company Name	San Diego County Sheffifs Office
Address	446 Alta Road Bldg 23, Central Warehouse, San Diego, CA 92158
Contact Person/Title	Roberto Quinones
Phone Number	951-922-7278
Email Address	roberto.quinones@sdsheriff.org
Service Provided	Dentention clothing

Company Name	Kern County Purchasing
Address	1115 Truxtun Ave, Bakersfield, CA 93301
Contact Person/Title	Cynthia Nicholson
Phone Number	661-868-3017
Email Address	cnicholson@co.kern.ca.us
Service Provided	Dentention Clothing/ Personal Care

Company Name	North Carolina Department of Corrections
Address	200 Leagon Drive, Raleigh, NC 27603
Contact Person/Title	Pam Ward
Phone Number	919-662-4367
Email Address	pward@doc.state.nc.us
Service Provided	Dentention Supplies

APPENDIX N

IRAN CONTRACTING ACT DISCLOSURE FORM (California Public Contract Code, sections 2202-2208)

When responding to a bid or proposal or executing a contract or renewal for a County of Sacramento contract for goods or services of \$1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, please provide your vendor or financial institution name and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of \$250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

OPTION #1 - CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

<i>Vendor Name/Financial Institution</i> Bob Barker Company	
<i>By (Authorized Signature)</i> Ryan Pretko	
<i>Printed Name and Title of Person Signing</i> Ryan Pretko, Contract Specialist	
<i>Date Executed</i> 4/4/2016	<i>Executed in</i> Fuquay Varina, NC

OPTION #2 - EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

<i>Vendor Name/Financial Institution</i>	
<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	
<i>Date Executed</i>	<i>Executed in</i>

APPENDIX I Revised

County of Sacramento Pricing Workbook - Instructions

1. Using the tabs Ntl Pricing Structure and Ntl Pricing Misc, provide a national pricing structure.
2. Based on the national pricing structure provided on the *Ntl Pricing Structure* and *Ntl Pricing Misc* tabs, apply the structure relevant to the County of Sacramento's specific line items on the *SacCty-Clothing*, *SacCty-Sports Bra*, *SacCty-Footwear*, *SacCty-Bedding&Linen*, *SacCty-Mattress*, *SacCty-1 Ply Toilet Paper* and *SacCty-Personal Hygiene Product* tabs.
3. Estimated Annual Required Quantity: Quantities as shown are estimates ONLY. The County does not guarantee to purchase a minimum quantity or to purchase any remaining stock that the vendor may have acquired in support of the contract.
4. This Pricing Workbook has ten (10) tabs (worksheets) including this Instruction. **OPEN / READ EACH WORKSHEET AND ENTER YOUR PROPOSAL.**

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Stenciled Orange Shirt in Sizes								
Medium	190	Each	JTOSNP-M	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 834.10
Large	550	Each	JTOSNP-L	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 2,414.50
XL	750	Each	JTOSNP-XL	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 3,292.50
2XL	778	Each	JTOSNP-2XL	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 3,415.42
3XL	685	Each	JTOSNP-3XL	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 3,007.15
4XL	480	Each	JTOSNP-4XL	\$ 8.27	\$ 6.20	\$ 6.20	\$ 4.39	\$ 2,108.96
5XL	305	Each	JTOSNP-5XL	\$ 8.66	\$ 6.50	\$ 6.50	\$ 4.69	\$ 1,430.45
6XL	330	Each	JTOSNP-6XL	\$ 9.08	\$ 6.81	\$ 6.81	\$ 4.69	\$ 1,547.70
Stenciled Orange and White Striped Shirt in Sizes								
Medium	135	Each	JTOWSNP-M	\$ 8.62	\$ 6.47	\$ 6.47	\$ 4.39	\$ 592.65
Large	105	Each	JTOWSNP-L	\$ 8.62	\$ 6.47	\$ 6.47	\$ 4.39	\$ 460.95
XL	50	Each	JTOWSNP-XL	\$ 8.62	\$ 6.47	\$ 6.47	\$ 4.39	\$ 219.50

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
2XL	25	Each	JTOWSNP-2XL	\$ 9.28	\$ 6.96	\$ 6.96	\$ 4.39	\$ 109.75
3XL	25	Each	JTOWSNP-3XL	\$ 10.47	\$ 7.85	\$ 7.85	\$ 4.39	\$ 109.75
4XL	15	Each	JTOWSNP-4XL	\$ 11.02	\$ 8.27	\$ 8.27	\$ 4.39	\$ 65.85
Stenciled Orange Unisex Pants in Sizes								
Small - XL	5,740	Pair	TOT-S, TOT-M, TOT-L, TOT-XL	\$ 10.45	\$ 7.84	\$ 7.84	\$ 5.67	\$ 32,545.80
2XL	1,530	Pair	TOT-2XL	\$ 10.45	\$ 7.84	\$ 7.84	\$ 5.67	\$ 8,675.10
3XL	895	Pair	TOT-3XL	\$ 11.70	\$ 8.78	\$ 8.78	\$ 5.67	\$ 5,074.65
4XL	320	Pair	TOT-4XL	\$ 11.70	\$ 8.78	\$ 8.78	\$ 5.67	\$ 1,814.40
5XL	90	Pair	TOT-5XL	\$ 11.70	\$ 8.78	\$ 8.78	\$ 5.67	\$ 510.30
Stenciled Navy Blue Unisex Pants in Sizes								
Small - XL	2,700	Pair	TNT-S, TNT-M, TNT-L, TNT-XL	\$ 10.45	\$ 7.84	\$ 7.84	\$ 5.67	\$ 15,309.00
2XL	185	Pair	TNT-2XL	\$ 10.45	\$ 7.84	\$ 7.84	\$ 5.67	\$ 1,048.95
3XL	110	Pair	TNT-3XL	\$ 11.70	\$ 8.78	\$ 8.78	\$ 5.67	\$ 623.70

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
4XL - 5XL	108	Pair	TNT-4XL, TNT-5XL	\$ 11.70	\$ 8.78	\$ 8.78	\$ 5.67	\$ 612.36
Non-Stenciled Navy Blue Unisex Pants in Sizes								
Extra Small - XL	2,504	Pair	TNT-S, TNT-M, TNT-L, TNT-XL	\$ 9.35	\$ 7.01	\$ 7.01	\$ 5.15	\$ 12,895.60
2XL	120	Pair	TNT-2XL	\$ 9.35	\$ 7.01	\$ 7.01	\$ 5.15	\$ 618.00
3XL	36	Pair	TNT-3XL	\$ 10.60	\$ 7.95	\$ 7.95	\$ 5.15	\$ 185.40
4XL	24	Pair	TNT-4XL	\$ 10.60	\$ 7.95	\$ 7.95	\$ 5.15	\$ 123.60
Stenciled Unisex White Kitted Short-Sleeve Polo Shirt in Sizes								
Small - XL	5	Each	Z8800WH-SIZ	\$ 10.82	\$ 8.12	\$ 8.12	\$ 5.40	\$ 27.00
2XL	5	Each	Z8800WH-2XL	\$ 12.57	\$ 9.43	\$ 9.43	\$ 6.99	\$ 34.95
3XL	5	Each	Z8800WH-3XL	\$ 14.20	\$ 10.65	\$ 10.65	\$ 6.99	\$ 34.95
4XL	5	Each	Z8800WH-4XL	\$ 14.20	\$ 10.65	\$ 10.65	\$ 6.99	\$ 34.95
Non-Stenciled Unisex White Kitted Short-Sleeve Polo Shirt in Sizes								
Small - XL	540	Each	Z8800WH-SIZ	\$ 9.72	\$ 7.29	\$ 7.29	\$ 4.36	\$ 2,354.40

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
2XL	60	Each	Z8800WH-2XL	\$ 11.47	\$ 8.60	\$ 8.60	\$ 5.95	\$ 357.00
3XL	5	Each	Z8800WH-3XL	\$ 13.10	\$ 9.83	\$ 9.83	\$ 5.95	\$ 29.75
4XL	5	Each	Z8800WH-4XL	\$ 13.10	\$ 9.83	\$ 9.83	\$ 5.95	\$ 29.75
Stenciled White Thermal Shirt in Sizes								
XL	5	Each	63-XL	\$ 4.72	\$ 3.54	\$ 3.54	\$ 2.70	\$ 13.50
2XL	3,000	Each	63-2XL	\$ 4.92	\$ 3.69	\$ 3.69	\$ 2.82	\$ 8,460.00
3XL	5	Each	63-3XL	\$ 5.72	\$ 4.29	\$ 4.29	\$ 2.88	\$ 14.40
4XL	3,200	Each	63-4XL	\$ 5.88	\$ 4.41	\$ 4.41	\$ 3.07	\$ 9,824.00
Non-Stenciled White Thermal Shirt in Sizes								
XL	5	Each	63-XL	\$ 3.62	\$ 2.72	\$ 2.72	\$ 2.18	\$ 10.90
2XL	5	Each	63-2XL	\$ 3.82	\$ 2.87	\$ 2.87	\$ 2.30	\$ 11.50
3XL	5	Each	63-3XL	\$ 4.62	\$ 3.47	\$ 3.47	\$ 2.36	\$ 11.80
4XL	5	Each	63-4XL	\$ 4.78	\$ 3.59	\$ 3.59	\$ 2.55	\$ 12.75

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
White Tube Sock	500	Dozen	1700-W	\$ 8.65	\$ 6.49	\$ 6.49	\$ 4.40	\$ 2,200.00
White Ankle Sock	8,260	Dozen	M4595	\$ 9.75	\$ 7.31	\$ 7.31	\$ 3.70	\$ 30,562.00
Basic White Men's Briefs								
Small	140	Dozen	EBRLS-S	\$ 17.25	\$ 12.94	\$ 12.94	\$ 8.41	\$ 1,177.40
Medium	750	Dozen	EBRLS-M	\$ 17.25	\$ 12.94	\$ 12.94	\$ 8.70	\$ 6,525.00
Large	1,030	Dozen	EBRLS-L	\$ 17.25	\$ 12.94	\$ 12.94	\$ 9.11	\$ 9,383.30
XL	960	Dozen	EBRLS-XL	\$ 17.25	\$ 12.94	\$ 12.94	\$ 9.82	\$ 9,427.20
2XL	580	Dozen	EBRLS-2XL	\$ 20.55	\$ 15.41	\$ 15.41	\$ 10.33	\$ 5,991.40
3XL	315	Dozen	EBRLS-3XL	\$ 20.55	\$ 15.41	\$ 15.41	\$ 11.17	\$ 3,518.55
4XL	185	Dozen	EBRLS-4XL	\$ 21.58	\$ 16.19	\$ 16.19	\$ 11.21	\$ 2,073.85
5XL	155	Dozen	EBRLS-5XL	\$ 21.58	\$ 16.19	\$ 16.19	\$ 12.48	\$ 1,934.40
6XL	75	Dozen	EBRLS-6XL	\$ 21.58	\$ 16.19	\$ 16.19	\$ 12.80	\$ 960.00
White / Off White Women's Panties in Sizes								

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
5	997	Dozen	ELBLS-5	\$ 14.27	\$ 10.70	\$ 10.70	\$ 6.20	\$ 6,181.40
6	269	Dozen	ELBLS-6	\$ 14.27	\$ 10.70	\$ 10.70	\$ 6.20	\$ 1,667.80
7	1,289	Dozen	ELBLS-7	\$ 14.27	\$ 10.70	\$ 10.70	\$ 6.20	\$ 7,991.80
8	222	Dozen	ELBLS-8	\$ 14.27	\$ 10.70	\$ 10.70	\$ 6.20	\$ 1,376.40
9	760	Dozen	ELBLS-9	\$ 14.27	\$ 10.70	\$ 10.70	\$ 7.20	\$ 5,472.00
10	112	Dozen	ELBLS-10	\$ 18.68	\$ 14.01	\$ 14.01	\$ 7.20	\$ 806.40
11	355	Dozen	ELBLS-11	\$ 18.68	\$ 14.01	\$ 14.01	\$ 7.20	\$ 2,556.00
12	55	Dozen	ELBLS-12	\$ 18.68	\$ 14.01	\$ 14.01	\$ 7.20	\$ 396.00
13	125	Dozen	ELBLS-13	\$ 18.68	\$ 14.01	\$ 14.01	\$ 8.20	\$ 1,025.00
Assorted Print (No Solid Colors) Women's Mumu in Sizes								
Medium	160	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
Large	80	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
XL	100	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
2XL	100	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
3XL	100	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
4XL	5	Each	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
Stenciled White Men's Tee Shirt in Sizes								
Small	5	Dozen	671-S	\$ 36.84	\$ 27.63	\$ 27.63	\$ 22.64	\$ 113.20
Medium	5	Dozen	671-M	\$ 36.84	\$ 27.63	\$ 27.63	\$ 22.64	\$ 113.20
Large	90	Dozen	671-L	\$ 36.84	\$ 27.63	\$ 27.63	\$ 22.84	\$ 2,055.60
XL	1,030	Dozen	671-XL	\$ 36.84	\$ 27.63	\$ 27.63	\$ 24.20	\$ 24,926.00
2XL	635	Dozen	671-2XL	\$ 38.90	\$ 29.18	\$ 29.18	\$ 25.74	\$ 16,344.90
3XL	380	Dozen	671-3XL	\$ 41.99	\$ 31.49	\$ 31.49	\$ 27.71	\$ 10,529.80
4XL	75	Dozen	671-4XL	\$ 41.99	\$ 31.49	\$ 31.49	\$ 29.63	\$ 2,222.25
5XL	185	Dozen	671-5XL	\$ 46.11	\$ 34.58	\$ 34.58	\$ 32.13	\$ 5,944.05
6XL	30	Dozen	671-6XL	\$ 46.11	\$ 34.58	\$ 34.58	\$ 33.00	\$ 990.00

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Non-Stenciled White Men's Tee Shirt in Sizes								
Small	72	Dozen	671-S	\$ 23.64	\$ 17.73	\$ 17.73	\$ 16.40	\$ 1,180.80
Medium	180	Dozen	671-M	\$ 23.64	\$ 17.73	\$ 17.73	\$ 16.40	\$ 2,952.00
Large	180	Dozen	671-L	\$ 23.64	\$ 17.73	\$ 17.73	\$ 16.60	\$ 2,988.00
XL	180	Dozen	671-XL	\$ 23.64	\$ 17.73	\$ 17.73	\$ 17.96	\$ 3,232.80
2XL	180	Dozen	671-2XL	\$ 25.70	\$ 19.28	\$ 19.28	\$ 19.50	\$ 3,510.00
3XL	26	Dozen	671-3XL	\$ 28.79	\$ 21.59	\$ 21.59	\$ 21.47	\$ 549.63
4XL	5	Dozen	671-4XL	\$ 28.79	\$ 21.59	\$ 21.59	\$ 23.39	\$ 116.95
5XL	5	Dozen	671-5XL	\$ 32.91	\$ 24.68	\$ 24.68	\$ 25.89	\$ 129.45
6XL	5	Dozen	671-6XL	\$ 32.91	\$ 24.68	\$ 24.68	\$ 26.76	\$ 133.80
Non-Stenciled Navy or Dark Colors Paper Jumpsuit in Sizes								
3XL (Size Fits All)	6,400	Each	3575-3XL	\$ 1.79	\$ 1.34	\$ 1.34	\$ 1.19	\$ 7,616.00
Non-Stenciled Ash Sweatshirts								

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Small	180	Each	SSGY-S	\$ 8.19	\$ 6.14	\$ 6.14	\$ 4.80	\$ 864.00
Medium	288	Each	SSGY-M	\$ 8.19	\$ 6.14	\$ 6.14	\$ 4.80	\$ 1,382.40
Large	288	Each	SSGY-L	\$ 8.86	\$ 6.65	\$ 6.65	\$ 4.80	\$ 1,382.40
XL	1,008	Each	SSGY-XL	\$ 8.86	\$ 6.65	\$ 6.65	\$ 4.80	\$ 4,838.40
2XL	504	Each	SSGY-2XL	\$ 9.68	\$ 7.26	\$ 7.26	\$ 5.00	\$ 2,520.00
3XL	144	Each	SSGY-3XL	\$ 11.68	\$ 8.76	\$ 8.76	\$ 5.00	\$ 720.00
4XL	60	Each	SSGY-4XL	\$ 11.68	\$ 8.76	\$ 8.76	\$ 5.80	\$ 348.00
5XL	24	Each	SSGY-5XL	\$ 11.98	\$ 8.99	\$ 8.99	\$ 5.80	\$ 139.20
Non-Stenciled Navy Shorts								
Small	330	Pair	J618-S	\$ 5.93	\$ 4.45	\$ 4.45	\$ 3.66	\$ 1,207.80
Medium	400	Pair	618-M	\$ 5.93	\$ 4.45	\$ 4.45	\$ 3.80	\$ 1,520.00
Large	480	Pair	618-L	\$ 5.93	\$ 4.45	\$ 4.45	\$ 3.80	\$ 1,824.00
XL	480	Pair	618-XL	\$ 5.93	\$ 4.45	\$ 4.45	\$ 3.80	\$ 1,824.00

APPENDIX I

County of Sacramento Pricing Workbook - Group 1 Clothing

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
2XL	40	Pair	618-2XL	\$ 6.98	\$ 5.24	\$ 5.24	\$ 4.80	\$ 192.00
3XL	20	Pair	618-3XL	\$ 6.98	\$ 5.24	\$ 5.24	\$ 4.80	\$ 96.00
4XL	5	Pair	618-4XL	\$ 6.98	\$ 5.24	\$ 5.24	\$ 4.80	\$ 24.00
5XL	5	Pair	J618-5XL	\$ 6.98	\$ 5.24	\$ 5.24	\$ 6.33	\$ 31.65
Group 1 Clothing - Delivery Time (Number of calendar days following receipt of the order)			7 to 30	Group 1 Clothing - Grand Total				\$326,695.87

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name of Authorized Signer


Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 2 Sports Bra

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
White Women's Sports Bra with Sizes								
32	2,412	Each	EBASPLS32	\$ 3.58	\$ 2.69	\$ 2.69	\$ 1.49	\$ 3,593.88
34	7,468	Each	EBASPLS34	\$ 3.58	\$ 2.69	\$ 2.69	\$ 1.49	\$11,127.32
36	6,128	Each	EBASPLS36	\$ 3.58	\$ 2.69	\$ 2.69	\$ 1.49	\$ 9,130.72
38	5,156	Each	EBASPLS38	\$ 3.58	\$ 2.69	\$ 2.69	\$ 1.49	\$ 7,682.44
40	4,196	Each	EBASPLS40	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 6,252.04
42	1,582	Each	EBASPLS41	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 2,357.18
44	1,388	Each	EBASPLS42	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 2,068.12
46	956	Each	EBASPLS43	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 1,424.44
48	424	Each	EBASPLS44	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 631.76
50	105	Each	EBASPLS45	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 156.45

APPENDIX I

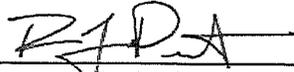
County of Sacramento Pricing Workbook - Group 2 Sports Bra

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
52	105	Each	EBASPLS46	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 156.45
54	5	Each	EBASPLS47	\$ 4.08	\$ 3.06	\$ 3.06	\$ 1.49	\$ 7.45
Group 2 Sports Bra - Delivery Time (Number of calendar days following receipt of the order)				Group 2 Sports Bra - Grand Total				\$44,588.25

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name of Authorized Signer


Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 3 Footwear

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Men's Deck Shoes, Gum-Soled	5	Pair	155WH-SIZE	\$ 4.57	\$ 3.66	\$ 3.66	\$ 3.21	\$ 16.05
Men's Deck Shoes, High Quality W/Toe Cap	11,000	Pair	355OR-5	\$ 7.36	\$ 5.89	\$ 5.89	\$ 4.07	\$ 44,770.00
Women's Deck Shoes, Gum-Soled	5	Pair	155WH-SIZE	\$ 4.57	\$ 3.66	\$ 3.66	\$ 3.21	\$ 16.05
Work Boots with Laces	5	Pair	B625D-SIZE	\$ 27.56	\$ 22.05	\$ 22.05	\$ 21.73	\$ 108.65
Work Boots with Velcro Closure Straps	5	Pair	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
V-Strap Thongs	2,352	Pair	1800-SIZE	\$ 0.71	\$ 0.57	\$ 0.57	\$ 0.49	\$ 1,152.48
Disposable Foam Slippers	5	Pair	5005, 5007	\$ 0.91	\$ 0.73	\$ 0.73	\$ 0.79	\$ 3.95
Slip-On Work Boots	5	Pair	TGPD-SIZE	\$ 21.96	\$ 17.57	\$ 17.57	\$ 11.96	\$ 59.80
For Eva (Ethyl Vinyl Acetate) Slip-On Shoes	4,500	Pair	EVASTPN-OR-SIZE	\$ 5.89	\$ 4.71	\$ 4.71	\$ 2.18	\$ 9,810.00

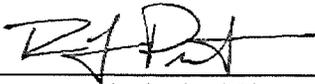
APPENDIX I
County of Sacramento Pricing Workbook - Group 3 Footware

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Canvas Deck Shoe, Navy Sizes (4-16)	11,820	Pair	255NV-SIZE	\$ 5.98	\$ 4.78	\$ 4.78	\$ 3.73	\$ 44,088.60
Slip-On PVC Sandal, Tan Sizes (6-16)	2,148	Pair	BB888-SIZE	\$ 2.69	\$ 2.15	\$ 2.15	\$ 1.39	\$ 2,985.72
Group 3 Footware - Delivery Time (Number of calendar days following receipt of the order)				Group 3 Footware - Grand Total				\$ 103,011.30

Bob Barker Company, Inc.
 Firm Name

Ryan Pretko
 Printed Name of Authorized Signer


 Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 4 Bedding and Linen

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount <i>as indicated on Nil Pricing Structure tab</i>	Other Applicable Discounts <i>as indicated on Nil Pricing Misc. tab</i>	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Bath Towels for Mail Jail and RCCC	4,000	Dozen	41800	\$ 44.68	\$ 35.74	\$ 35.74	\$ 23.70	\$ 94,800.00
Bath Towel for Probation and RCCC	1,070	Dozen	4250	\$ 46.95	\$ 37.56	\$ 37.56	\$ 16.10	\$ 17,227.00
Bar Towel for Probation	240	Dozen	41150	\$ 10.85	\$ 8.68	\$ 8.68	\$ 6.67	\$ 1,600.80
Blanket	4,450	Each	CZ6690GY	\$ 6.36	\$ 5.41	\$ 5.41	\$ 4.69	\$ 20,870.50
Mattress Cover	2,900	Each	VMC30724	\$ 17.95	\$ 15.26	\$ 15.26	\$ 9.77	\$ 28,333.00
Cloth Arpon	5,400	Each	WDA4236	\$ 1.40	\$ 1.05	\$ 1.05	\$ 1.19	\$ 6,426.00
Stenciled Isolation/Suicide Cell Smock	10	Each	505	NO BID	NO BID	NO BID	NO BID	NO BID
Non-Stenciled Isolation/Suicide Cell Smock	100	Each	505	\$ 99.95	\$ 84.96	\$ 84.96	\$ 66.90	\$ 6,690.00
Stenciled Isolation/Suicide Cell Blanket	10	Each	SB5480	NO BID	NO BID	NO BID	NO BID	NO BID

APPENDIX I

County of Sacramento Pricing Workbook - Group 4 Bedding and Linen

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Non-Stenciled Isolation/Suicide Cell Blanket	95	Each	SB5480	\$ 90.75	\$ 77.14	\$ 77.14	\$ 62.17	\$ 5,906.15
Group 4 Bedding and Linen - Delivery Time (Number of calendar days following receipt of the order)				Group 4 Bedding and Linen - Grand Total			\$ 181,853.45	

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name of Authorized Signer


Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 5 Mattress

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Nil Pricing Structure tab	Other Applicable Discounts as indicated on Nil Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Mattress	1,650	Each	SSCM30754P	\$ 98.21	\$ 83.48	\$ 83.48	\$ 57.50	\$ 94,875.00
Mattress for Probation	80	Each	SSCM30754P	\$ 98.21	\$ 83.48	\$ 83.48	\$ 57.50	\$ 4,600.00
Group 5 Mattress - Delivery Time (Number of calendar days following receipt of the order)				Group 5 Mattress - Grand Total				\$99,475.00

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name of Authorized Signer


Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 6 One Ply Toilet Paper

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Toilet Tissue, 1-ply, 4.5"x4", Individually Wrapped, Packaged in Corrugated Case	3,000	Case	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
Toilet Tissue, 1-ply, 4.5"x4", Individually Wrapped, Packaged in Poly Wrap	3,000	Case	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
Group 6 One Ply Toilet Paper - Delivery Time (Number of calendar days following receipt of the order)					Group 6 One Ply Toilet Paper - Grand Total			NO BID

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name of Authorized Signer


Authorized Signature

APPENDIX I

County of Sacramento Pricing Workbook - Group 7 Personal Hygiene Product

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount as indicated on Ntl Pricing Structure tab	Other Applicable Discounts as indicated on Ntl Pricing Misc. tab	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
Comb, 8.5", Rake Style, Black Plastic, 432 per Case	10	Case	COMB-8H	\$ 2.70	\$ 2.48	\$ 2.48	\$ 1.83	\$ 18.30
Hair & Scalp Conditioner, Bergamot, 12 Oz Each, 12 per Case	50	Case	024	\$ 22.25	\$ 21.14	\$ 21.14	\$ 20.64	\$ 1,032.00
Body Lotion with Aloe, 14.8 Oz Each, 12 per Case	180	Case	M1245	\$ 20.95	\$ 19.90	\$ 19.90	\$ 13.98	\$ 2,516.40
Body Wash, Coconut, 1 Gal Each, 4 per Case	190	Case	1905	\$ 31.35	\$ 29.78	\$ 29.78	\$ 29.94	\$ 5,688.60
Tampon, Super Absorbency, Cardboard Applicator, 500 per Case	10	Case	SBTPX500	\$ 66.25	\$ 62.94	\$ 62.94	\$ 45.08	\$ 450.80
Toothbrush, Full-Sized, Clear Handle, Nylon Bristle Brush, 30-Tuft, Medium, 144 per Pack, 10 per Case	15	Case	BB28	\$ 8.62	\$ 7.93	\$ 7.93	\$ 5.66	\$ 84.90
Toothbrush Cover, Ivory Color, 1,440 per Case	5	Case	NTBC	\$ 15.37	\$ 14.14	\$ 14.14	\$ 6.75	\$ 33.75
Air Freshener, Various Scents, 12 Oz Can, 12 per Case	15	Case	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
Toothpaste, Clear Gel, 0.85 Oz Each, 144 per box, 5 per Case	30	Case	MST85	\$ 29.02	\$ 26.70	\$ 26.70	\$ 21.13	\$ 633.90
Deodorant, Roll-On, 1.5 Oz Each, 96 per Case	70	Case	PPI10150	\$ 33.25	\$ 31.59	\$ 31.59	\$ 26.62	\$ 1,863.40
Finger Nail Clippers, 6 per Box, 48 per Case	1	Case	PT1	\$ 9.15	\$ 8.42	\$ 8.42	\$ 7.70	\$ 7.70
Hand Sanitizer, Dispenser Use, 12 Oz Each, 12 per Case	10	Case	9659	\$ 70.33	\$ 64.70	\$ 64.70	\$ 69.75	\$ 697.50

APPENDIX I

County of Sacramento Pricing Workbook - Group 7 Personal Hygiene Product

Pricing provided on National Pricing sheets must be used to determine pricing provided for County of Sacramento items and will be verified.

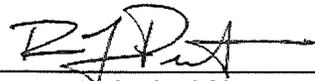
Item Description	Estimated Annual Required Quantity	U/M	Vendor ID/Catalog Number	Vendor Catalog Unit Cost	Proposed Discount <i>as indicated on Ntl Pricing Structure tab</i>	Other Applicable Discounts <i>as indicated on Ntl Pricing Misc. tab</i>	Proposed Net Unit Cost for the County of Sacramento	Proposed Net Extended Cost for the County of Sacramento
A & D Ointment, 4 Oz Each, 72 per Case	10	Case	HC1122	\$ 22.95	\$ 19.51	\$ 19.51	\$ 9.15	\$ 91.50
Bar Soap, Unscented, Unwrapped, 0.5 Oz Each, 1,000 per Case	1,500	Case	U1	\$ 37.49	\$ 35.62	\$ 35.62	\$ 34.50	\$51,750.00
Group 7 Personal Hygiene Product - Delivery Time (Number of calendar days following receipt of the order)				Group 7 Personal Hygiene Product - Grand Total				\$64,868.75

Bob Barker Company, Inc.

 Firm Name

Ryan Pretko

 Printed Name of Authorized Signer



 Authorized Signature

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Bedding	
Bedspreads	15%
Blankets	15%
Mattress Covers	15%
Mattresses	15%
Pillows	15%
Pillowcases	15%
Sheets	15%
Other Subcategories:	15%
Mattresses	
Stack Bunks	15%
Institutional Mattress	15%
Suicide Safety Bedroll	15%
Other Subcategories:	15%
Linens	
Shower Curtains	15%
Other Subcategories:	15%
Towels: Wash and Bath Towels	

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Economy Grade White 100% Cotton	20%
Economy Grade White Poly/Cotton Blend	20%
Other Subcategories & Colors:	20%
Clothing, Underwear and Socks	
Uniforms & Jumpsuits	25%
Work Clothes	25%
Outerwear	25%
Activewear	25%
Transport Clothing	25%
Men's Inmate Underwear & Socks	25%
Women's Inmate Underwear & Socks	25%
Socks & Slipper Socks	25%
Release Clothing	25%
Other Subcategories:	25%
Footwear	
Sandals, Shower Shoes & Flip-Flops	20%
Shoes, Oxfords & Boots	20%
Slippers, Step-Ins & Pullovers	20%
Tennis Shoes	20%

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Shoe Accessories	20%
Other Subcategories:	20%
Furnishings: Bathroom and Furniture	
Seating Solutions	0%
Table Solutions	0%
Visitation Stations	0%
Mold Seating	0%
Mirrors	0%
Other Subcategories:	0%
Laundry and Laundry Bags	
Laundry Cart	15%
Laundry Utility Trucks	15%
Laundry Hampers	15%
Laundry Baskets	15%
Kangaroo Cart	15%
Property Bags	15%
Laundry Net or Mesh Bags	15%
Mesh Storage Bag	15%
Strong Box	15%

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Hanging Locker	15%
In-Cell Organizer (Clear & Mesh)	15%
Evidence Storage Bag	15%
Other Subcategories:	15%
Hygiene and Personal Care	
Combs & Hairbrushes	8%
Shampoo & Body Bath	5%
Liquid Soap & Body Lotion	5%
Bar Soap	5%
Feminine Hygiene	8%
Toothpaste & Mouthwash	8%
Disposable Razors & Shaving Cream	8%
Other Subcategories:	8%
Medical Supplies	
Masks & Scrubs	15%
Over-the-Counter Drugs	15%
Pain Relieving Lotions & Creams	15%
Equipment: Sharp Containers, Spill Kits & Misc.	15%
Infection Control Supplies	15%

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Other Subcategories:	15%
Examination Gloves	
Nitrile Gloves	15%
Latex Gloves	15%
Powdered Nitrile Gloves	15%
Powdered Latex Gloves	15%
Other Subcategories:	15%
Recreation	
Recreation & Games: Books, Puzzles, Cards Sports & Games	20%
Batteries	20%
Electronics: Radios, DVD Player & Misc.	20%
Exercise Equipment: Trainers & Benches	5%
Media: Internet, Music & Movies	20%
Office Supplies: Security Pens, Pencils, Sketch Pads & Paper	20%
Other Subcategories:	20%
Additional Categories:	
Commissary:	20%
Drug Testing Kits:	20%

APPENDIX I

National Pricing Structure

Instructions: Provide the percentage discount off a verifiable price list for each of the categories listed below. In lieu of a percentage discount off structure, Proposers may propose a National Core List.

Category Description	Proposed Discount
Patient Restraints & Suicide Prevention Services:	20%
Other categories and their subcategories:	
Officers Only	10%

Bob Barker Company, Inc.
Firm Name

Ryan Pretko
Printed Name
of Authorized Signer


Authorized Signature

APPENDIX I
National Pricing - Miscellaneous

National Pricing Terms:

1. Sales Promotions: In addition to decreasing prices for the balance of the Contract term due to a change in market conditions, a Contractor may conduct sales promotions involving price reductions for a specified lesser period.

2. Prices: Prices shall be firm and include all charges for delivery, inside delivery, freight and pallets as necessary. No fuel or surcharges are accepted. Firm prices/discounts shall include all charges that may be incurred in fulfilling requirement(s) throughout the term of the contract following contract award. Where applicable, pricing shall be determined by applying Proposers discounts to the prices listed on their manufacturer's price lists, retail price sheets, catalogs or by utilizing the reduced net pricing schedule.

3. FOB Destination Freight Prepaid: Prices shall be FOB Destination Freight Prepaid to the delivery location designated. Contractor shall retain title and control of all goods until they are delivered and the Contract of coverage has been completed. All risk of transportation and all related charges shall be the responsibility of the Contractor. All claims for visible or concealed damage shall be filed by the Contractor. The County designee (by location) will assist the Contractor in arranging for inspection.

National Pricing Proposal:

The intent of the awarded contract is to make the Successful Offeror's complete catalog of inmate products and services available to agencies nationwide.

1. Describe the Proposer's complete product and service offering.

Bob Barker Company is offering a variety of percent off of catalog pricing through the National IPA.

2. Describe how pricing for products and services listed above but not listed in the Pricing Workbook will be priced.

Products that are listed above, but that are not listed in the pricing will be priced via the category that they fall under's percent off of catalog discount.

3. National Core List – In lieu of providing category discounts, Proposers have the ability to offer a national core list with specific line item pricing. A National Core List provides for the deepest discounts on a variety of products to agencies nationwide. Products in this list should represent the largest annual sales in terms of dollars and/or highest volume in terms of quantity. Pricing on the National Core List shall be provided to all Participating Agencies.

If Proposer proposes using a National Core List, provide a separate Pricing Sheet that identifies the product, manufacturer, unit of measure and unit price.

- How many items are being proposed?
- How often does the Proposer propose to update this list?
- Are there certain products that should be updated more frequently than others?

Bob Barker Company is not offering a National Core List. We are offering a percent off of catalog for a variety of categories.

APPENDIX I
National Pricing - Miscellaneous

4. Customized Core List by Agency - In addition to a National Core List and a Discount off List by Category pricing structure, Proposers may provide customized core lists to agencies.

- Describe Proposer's ability to provide customized core lists to agencies.
- The number of items Proposer proposes to provide on a customized core list?
- How often does the Proposer propose to update customized core lists?
- Describe any agency size or volume limitation.

Bob Barker Company is not offering a National Core List. We are offering a percent off of catalog for a variety of categories.

5. Provide details of proposed additional discounts or rebates for volume orders, special manufacturer's offers, minimum order quantity, free goods program, total annual spend, etc.

Bob Barker Company is not proposing any additional discounts other than the percent off of catalog discounts. Dependent upon sales volume, after each year end of the contract, Bob Barker Company is willing to negotiate the percent off of catalog discounts further.

6. The County's expectation is that the proposed pricing shall include delivery to locations indicated in Sacramento County and Participating Public Agencies. Based on your distribution network, explain the impact of such pricing to Participating Public Agencies residing in large metropolitan areas and Participating Public Agencies residing in rural areas. Propose an optimal solution(s) that would provide Participating Public Agencies with the best pricing including freight costs.

All of Bob Barker Company's pricing has a freight rate built into the pricing. This means that no matter where someone will be ordering in the country, we will be able to honor the pricing.

7. Provide your requested payment terms.

Payment terms are Net 30.

8. Ordering Methods and Payment Methods

Provide information on any ordering methods - such as electronic ordering or payment via P-Card, or EFT or other criteria which entitle the using agency to additional discounts off on the core lists. If so, please provide the percentage discount.

There is no additional discount for electronic ordering or payment via P-Card, EFT, or other criteria. The same discount is applied regardless of the payment type.

9. Indicate if payment will be accepted via Credit Card. This payment term shall apply to all purchases and to all payment methods.

Payment will be accepted via Credit Card.

APPENDIX I
National Pricing - Miscellaneous

10. Will a third party be processing the commercial credit card payment(s)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10a. If "yes", indicate the flat fee per transaction \$ <u> 0 </u> (As allowable, Visa Operating Regulations)
10b. If "no", to above, will consideration be given to accept the card? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
11. One of the goals of a national contract is to allow agencies to easily audit the price they are paying under a contract. Describe how users across the nation will be able to determine their pricing (including the provision of products, solutions and services) under the national contract using the information contained within the pricing workbook. Describe any regional pricing differences or other factors that will influence an agency's price.
Because the proposed pricing is a percent off of catalog sections, pricing will be available online. Prices may also be requested to be sent to an end user. Regional pricing does not change due to geographic area.
12. Does Proposer offer an expedited process for emergency orders? Explain the process and any additional fees that may be incurred.
Emergency orders may be requested, but additional shipping charges may apply. Bob Barker Company has the ability to get orders to customers in an expedited time frame, however this will generate a higher shipping charge, and will be forwarded on to the requesting customer.

Bob Barker Company, Inc. Ryan Pretko

Firm Name

Printed Name of Authorized Signer


Authorized Signature

PARTICIPATING ADDENDUM
for
Detention Goods, Supplies, and Equipment, OMNIA Purchasing Cooperative Program

Participating Entity:
CONTRA COSTA COUNTY

Contractor: Bob J. Barker Company, Inc.

This Agreement is made and entered into as of February 28, 2023 (“Effective Date”), by and between Contra Costa County, a political subdivision of the State of California (“County”), and Bob J. Barker Company, Inc., a North Carolina corporation (hereinafter referred to as “Contractor”), whose principal place of business is 725 Purfoy Road, Fuquay Varina, NC 27576. The County and Contractor are sometimes referred to herein together as the “Parties,” and each as a “Party.”

Whereas, Contractor offers detention-related goods and supplies under Contract No. WA00034777, effective October 5, 2016, awarded after a competitive process by the County of Sacramento, as subsequently extended for a term expiring October 4, 2024 (the “Master Contract”). The documents that comprise the Master Contract are attached hereto and incorporated herein by this reference. The Master Contract is made available to public agencies nationally by OMNIA Public Purchasing Alliance (“OMNIA”).

Whereas, the County has determined that entering into a Participating Addendum under the OMNIA program will provide a benefit to the County, but that certain terms and conditions of the Master Contract must be modified to meet legal requirements that apply to the County.

Whereas, the County is participating in the Master Contract to be able to purchase competitively priced supplies and goods and not to contract for special services requiring a services contract.

Now therefore, Contractor and the County agree as follows:

1. Term. The term of this Agreement begins on the Effective Date, and it expires on October 4, 2024, unless sooner terminated in accordance with the Master Contract.
2. Payment Limit. The County’s total payments to Contractor under this Agreement shall not exceed \$500,000 (“Payment Limit”). Nothing in this Agreement obligates the County to make any purchases, or any particular volume of purchases, under this Agreement.
3. Changes to Master Contract. For the purposes of this Agreement, the terms of the Master Contract are incorporated in and made a part of this Agreement, except for those terms of the Master Contract that are modified by this Agreement, as follows:
 - a. Parties. Each reference to “County of Sacramento,” is deleted and replaced with “Contra Costa County.” Each reference to the “County” in the Master Contract means Contra Costa County.
 - b. Right to Audit. The County’s right to audit under Section 7 of the Master Contract’s Purchase Order/Contract General Conditions shall survive for three years following the expiration or termination of this Agreement.
 - c. Governing Law and Venue. Notwithstanding anything to the contrary in the Master Contract, any litigation brought by either Party to interpret or enforce this Agreement shall be filed in a state or federal court in California where venue is

PARTICIPATING ADDENDUM
for
Detention Goods, Supplies, and Equipment, OMNIA Purchasing Cooperative Program

proper and that has jurisdiction over the parties and over the subject matter of the litigation.

- d. Purchases and Payments. Notwithstanding anything to the contrary in the Master Contract, all purchases under the Master Contract will be made by through County purchase orders that incorporate the terms of this Agreement by reference.
4. Amendment. This Agreement may be amended or modified at any time by mutual agreement of the parties in writing.
5. Performance. Contractor affirms that there are no encumbrances or obstacles, which will prohibit its performance pursuant to the terms of this Agreement. Contractor shall be solely responsible for guaranteeing any of its dealers, distributors, or subcontractors perform in accordance with the requirements of the Master Contract. If the County issues any purchase orders to acquire goods or services under the Master Contract, to the extent that there is any conflict between the terms of the purchase order and a term in the Master Contract, the term of the Master Contract shall govern and prevail over the conflicting term in the purchase order.
6. Notices. Notices to the parties shall be provided to

Contractor:

County:

Contra Costa County, Purchasing Division
40 Muir Road, 2nd floor
Martinez, CA 94553
Telephone: (925) 957-2495
Attn: Cynthia Shehorn, Procurement Services Manager

All notices shall be in writing and personally delivered, delivered by overnight carrier with delivery charges for next day deliver prepaid by the sending party, or sent by First Class, certified mail return receipt required, U.S. Mail, with postage prepared by the sending party. A courtesy copy of a notice may be given by email, but giving a courtesy copy of a notice by email does not relieve the sending party of its obligation to give notice to the receiving party in the manner required by this section. A notice given in accordance with this section shall be deemed received by the receiving party on (a) the same day, if personally delivered, (b) the next business day if timely deposited with an overnight carrier and with delivery charges prepared to ensure next day delivery, and (c) on the fifth day after mailing if mailed by First Class, certified mail, return receipt required, U.S. Mail with postage prepaid.

7. Successors and Assigns; Assignment. This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns. This Agreement may not be assigned by either party without the express written permission of the other party, which shall be within that party's sole discretion to provide.

PARTICIPATING ADDENDUM
for
Detention Goods, Supplies, and Equipment, OMNIA Purchasing Cooperative Program

IN WITNESS, WHEREOF, the parties have executed this Addendum as of the Effective Date.

Participating Entity: Contra Costa County	Contractor: Bob J. Barker Company, Inc.
Signature:	Signature:
Name: Cynthia Shehorn	Name:
Title: Procurement Services Manager	Title:
	Signature:
	Name:
	Title:

Approved as to form:

Thomas L. Geiger, Chief Assistant County Counsel

By: _____

Deputy County Counsel

Attachment:

Master Contract



**Contra
Costa
County**

To: Board of Supervisors
From: Alison McKee, County Librarian
Date: February 28, 2023

Subject: Library / AT&T Agreement

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a contract with AT&T in an amount not to exceed \$492,802 for network equipment procurement and installation pursuant to the Schools and Library (“ERate”) program for the period February 1, 2023 through February 28, 2024.

FISCAL IMPACT:

100% Library Fund. With funding from the Universal Service Fund (fcc.gov/general/universal-service-fund), E-Rate will provide an approximately 60% discount for telecommunications, Internet access, and internal connections to eligible schools and libraries.

BACKGROUND:

AT&T was selected through the competitive bid process as a result of Contra Costa County Request for Proposal (RFP) #2111-515 for Internal Connections – Network Infrastructure Upgrade Services. Services provided through the contract will upgrade network equipment including controllers, access points, switches and other equipment to increase wireless coverage in twelve (12) library branches and at library administration. The contract will include all licensing for procured equipment as well as activation, initial configuration, installation, and any other fees. Costs will be offset by future E-Rate reimbursements.

The Library received two qualified proposals in response to the RFP. AT&T and AWS were the two bidders evaluated. AT&T was selected due to a lower cost for equipment purchased and installation services. AT&T has participated in E-Rate since 1998.

Contra Costa County Library has not applied for this category of E-Rate funding since the federal program was established in 1996. The Library has undertaken the RFP process with this project so the county may apply for and receive E-Rate funding while upgrading network equipment.

This project meets the library strategic goal, “The library ensures easy, equitable access to library services for all Contra Costa County residents.”

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Walt Beveridge 925-608-7730

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, then the library will not upgrade obsolete equipment at branch libraries.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: APPROVE and AUTHORIZE Amendment No. 1 to the Contract with San Francisco Engineering Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with San Francisco Engineering Services, Inc., to extend the term through October 31, 2024, for on-call maintenance, testing, repairs and certifications to electrical systems at various County facilities, with no change to the payment limit, Countywide.

FISCAL IMPACT:

There is no fiscal impact with this action as the amendment is only to extend the term of the contract.

BACKGROUND:

The Public Works Department Facilities Services Division is responsible for the maintenance and repair of all County buildings and facilities. San Francisco Engineering Services, Inc., provides main switchgear testing, infrared testing, certifications and associated repairs. Originally bid on BidSync #2006-417 (2020), San Francisco Engineering Services, Inc., was one of two (2) contractors awarded for these services. The Department intends to extend both contracts with no change to the payment limits.

Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. The contract with San Francisco Engineering Services, Inc., is due to expire October 31, 2023. The Public Works Department respectfully requests authorization to extend this contract to October 31, 2024, with no change to the payment limit of \$500,000 to ensure the County has access to the contractor's services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7082

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, electrical maintenance, testing, repairs and certifications services with San Francisco Engineering Services, Inc., will be discontinued.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment #77-407-1 with Falcon Critical Care Transport, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #77-407-1, with Falcon Critical Care Transport, LLC, a limited liability company, effective February 1, 2023, to amend Contract #77-407, to modify the compensation page to include an additional bariatric transport rate to non-emergency transport services, with no change to the payment limit of \$375,000 or term of February 1, 2022 through January 31, 2025.

FISCAL IMPACT:

Approval of this amendment will not result in any additional expenditures and is funded as budgeted by 100% Contra Costa Health Plan Enterprise Fund II revenues.

BACKGROUND:

CCHP has an obligation to provide certain specialized transportation services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. This contractor has been a CCHP Network Provider since February 1, 2022.

On February 22, 2022, the Board of Supervisors approved Contract #77-407 with Falcon Critical Care Transport, LLC, in an amount not to exceed \$375,000 for the provision of non-emergency medical transportation services for CCHP members, for the period February 1, 2022 through January 31, 2025.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron Mackey, 925-313-6104

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #77-407-1 will allow the contractor to include an additional bariatric transport rate to non-emergency transport services effective February 1, 2023 with no change in the payment limit or term through January 31, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contractor will not be able to provide additional transport services for bariatric needs for CCHP members.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Contract with Syserco, Inc., a California Corporation, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Syserco, Inc., in an amount not to exceed \$2,500,000 to provide Alerton building automation hardware and software maintenance and repair for the period February 1, 2023 through January 31, 2026, Countywide.

FISCAL IMPACT:

Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:

Public Works Facilities Services is responsible for the operation, maintenance and repair of all County facilities building automation systems. The County uses Alerton building automation systems to remotely control heating, ventilation and air conditioning systems at various facilities throughout the County. County and Contractor will be systematically replacing outdated controllers. Syserco, Inc., has been established as a sole source vendor for Alerton products. The existing contract with Syserco, Inc. expired January 31, 2023.

Government Code Section 31000 authorizes

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kevin Lachapelle, (925)
313-7082

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the County to contract for services including the type of building automation system services that Syserco, Inc. provides. The Public Works Department is requesting authorization to execute a contract with Syserco, Inc.. The contract will have a limit of \$2,500,000 and a term of three (3) years with the option of two (2) one-year extensions and will pay for services according to the rates set forth in the contract. The contractor, will be able to request hourly rate increases equal to the rate of increase in the Consumer Price Index for the San Francisco - Oakland area as published by the Bureau of Labor Statistics, on each anniversary of the effective date of this contract. Facilities Services is requesting a contract with Syserco, Inc., to be approved for a period covering three years.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, building automation system maintenance and repair services with Syserco, Inc., will be discontinued.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract #77-283-1 with Seven Bridges Speech Pathology, Inc. (dba Seven Bridges Therapy)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-283-1 with Seven Bridges Speech Pathology, Inc. (dba Seven Bridges Therapy), a corporation, in an amount not to exceed \$1,800,000, to provide speech therapy services for Contra Costa Health Plan (CCHP) members, for the period March 1, 2023 through February 28, 2026.

FISCAL IMPACT:

This contract will result in contractual service expenditures of up to \$1,800,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

CCHP has an obligation to provide certain specialized speech pathology services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. This contractor is a member of the CCHP Provider Network since March 1, 2020.

In January 2020, the County Administrator approved and the Purchasing Services Manger executed Contract #77-283 with Seven Bridges Speech Pathology, Inc. (dba Seven Bridges Therapy) in an amount not to exceed \$150,000, for the provision of speech therapy services for Contra Costa Health Plan (CCHP) members for the period March 1, 2020 through February 28, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron Mackey, 925-313-6104

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract #77-283-1 will allow the contractor to continue providing speech therapy services for CCHP members through February 28, 2026. This contract request is for a higher payment amount since the Division is anticipating an increase in contract utilization due to more CCHP members requiring speech therapy services.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized speech therapy services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided by this contractor, which may delay services to CCHP members.



Contra
Costa
County

To: Board of Supervisors
From: Ann Elliott, Human Resources Director
Date: February 28, 2023

Subject: Contract with Segal Consulting to provide consulting services for the County’s Employee Benefit Programs

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Human Resources Director, or designee, to execute a contract with Segal Consulting in an amount not to exceed \$390,000 to provide the County with consulting services for the Health and Welfare benefit programs, for the period March 1, 2023 through February 28, 2026, with two optional one-year renewals, pending approval to form by County Counsel.

FISCAL IMPACT:

The cost of this contract is fully funded through the Benefits Administration Fee which is charged to the Departments.

BACKGROUND:

A Request for Proposals (RFP) for the Health and Welfare Benefits Consulting was issued in November 2022. Segal Consulting was determined as the best match for the County requirements.

Segal Consulting provides the following employee benefit consulting services: 1) strategic review of all current employee benefit programs including advice on industry best practices, trends and developments and benchmarking; 2) benefits education and training to staff and committees as required by the County; 3) technical

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Salma Sadiq, (925) 655-2176

By: , Deputy

cc:

BACKGROUND: (CONT'D)

review of all the County's employee benefits communications; 4) negotiation of all annual vendor and insurance carrier renewals; 5) actuarial services including budget projections; 6) employee contribution strategies, Medicare Part D attestation, and reserve projections for self-funded plans; 7) compliance assistance; 8) employee benefits communications assistance; 9) assistance with preparation of materials for labor negotiations; 10) vendor management, including coordination of periodic meetings and resolution of service issues; 11) negotiation and evaluation of Health Plan performance guarantees; 12) RFP preparation and evaluation of responses for all employee plans; 13) attendance at meetings, presentations, negotiation sessions and formal presentations to the County Board of Supervisors; and 14) monitoring utilization data. The agreement limits Segal Consulting's potential liability and contains modified indemnification language.

A three-year contract, with an option for two one-year renewal periods has been negotiated. This action authorizes the Human Resources Director or designee to execute the contract with Segal Consulting. The contract is subject to County Counsel's review and final approval.

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, the County will be not be able to access the expertise and support of Segal Consulting to assist the County in providing the most appropriate benefits to employees and maintain compliance with all applicable requirements.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Interagency Agreement #74-665 with City of Richmond for its Police Department

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Interagency Agreement #74-665 with the City of Richmond for its Police Department, a government agency, containing mutual indemnification, in an amount not to exceed \$164,082 to provide outreach services to residents of Richmond diagnosed with a serious and persistent mental illness (SPMI) and who have a history of multiple contacts with law enforcement, attempts or acts of physical aggression during encounters with law enforcement or others, domestic violence, firearm use or possession, and/or multiple visits to Psychiatric Emergency Services (PES) for the Mental Health Evaluation Team (MHET) Program, for the period July 1, 2022 through June 30, 2023.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$164,082 and will be funded 100% by Assembly Bill 109 funds.

BACKGROUND:

The purpose of this Interagency Agreement is for Contra Costa County's Health Services (CCHS) to take over administration of this agreement from the County's

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jocelyn Stortz, 925-608-5500

By: , Deputy

BACKGROUND: (CONT'D)

Probation Department. The City of Richmond and the County have formed a joint outreach program “MHET Program” which focuses on the needs of residents with SPMI by providing joint welfare checks, clinical assessments with recommendations, case management and linkage to appropriate and available community mental health services, which will result in a reduction in the number of physically aggressive and/or negative interactions between residents with SPMI and law enforcement; a reduction in the number of repeat calls for service; a reduction in the number of avoidable visits to PES; a safer, better quality of life for the resident, their family members, and the community at large; and a significant cost savings should be realized by City of Richmond and County agencies from a reduction in the time and resources spent to manage this population safely and effectively.

The prior contract was approved by the Board of Supervisors on July 13, 2021 (C.118) and administered by the County’s Probation Department for the period July 1, 2021 through June 30, 2022 in an amount not to exceed \$157,771.

Under Interagency Agreement #74-665, the contractor will continue to provide outreach services for the MHET Program through June 30, 2023. This contract includes mutual indemnification to hold all parties harmless for any claims arising from the performance under this contract. This contract is retroactive due to a delay in transferring administrative responsibility between County departments.

CONSEQUENCE OF NEGATIVE ACTION:

If this interagency agreement is not approved, the County will not have the necessary resources for the MHET program and residents with SPMI will not receive additional outreach efforts to access mental health services.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment #23-773-1 with Health Management Associates, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #23-773-1 with Health Management Associates, Inc., a corporation, effective March 1, 2023, to amend Contract #23-773, to increase the payment limit by \$200,000, from \$100,000 to a new payment limit of \$300,000, with no change in the original term of October 1, 2022 through September 30, 2023.

FISCAL IMPACT:

Approval of this amendment will result in additional annual expenditures of up to \$200,000 and will be funded by 100% Contra Costa Health Plan Enterprise Fund II as budgeted by the department in FY 2022-23.

BACKGROUND:

In October 2022, the County Administrator approved and the Purchasing Services Manager executed Contract #23-773 with Health Management Associates, Inc., in an amount not to exceed \$100,000, to provide actuarial consulting services including analysis historical claims data to determine the required Incurred But Not Reported reserves for Contra Costa Health Plan product lines, through September 30, 2023.

Approval of Contract Amendment Agreement #23-773-1 will allow the contractor to provide additional hours of actuarial services with regard to CalAim and Medi-Cal Managed Care rates for the Contra Costa Health Plan, with no change in the original term through September 30, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Patrick Godley, 925-957-5405

By: , Deputy

cc: Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract #76-553-4 with The Regents of the University of California, San Francisco

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-553-4 with The Regents of the University of California, San Francisco, a California Constitutional Corporation, in an amount not to exceed \$100,000, to provide pediatric cardiology services at Contra Costa Regional Medical Center and Health Centers (CCRMC) for the period from December 1, 2022 through November 30, 2023, with an automatic renewal at the end of the initial term through November 30, 2024.

FISCAL IMPACT:

Approval of this contract will result in contractual service expenditures of up to \$100,000 over a 2-year period and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase)

BACKGROUND:

The Regents of the University of California, San Francisco, provides pediatric cardiology services, including, fetal echocardiograms and electrocardiograms for the Pediatrics Unit at Contra Costa Regional Medical Center (CCRMC). This contractor has been providing services to the County since December 2016.

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Samir Shah, M.D., 925-370-5525

By: , Deputy

BACKGROUND: (CONT'D)

On December 20, 2016, the Board of Supervisors approved Contract #76-553 with The Regents of the University of California, San Francisco, in an amount not to exceed \$50,000 for the provision of pediatric cardiology services at CCRMC for the period December 1, 2016 through November 30, 2017.

On October 17, 2017, the Board of Supervisors approved Amendment #76-553-1 with The Regents of the University of California, San Francisco to extend the termination date from November 30, 2017 to November 30, 2018 with no change in the payment limit of \$50,000.

On October 16, 2018, the Board of Supervisors approved Amendment #76-553-2 with The Regents of the University of California, San Francisco to extend the termination date from November 30, 2018 to November 30, 2020 with no change in the payment limit of \$50,000.

On November 3, 2020, the Board of Supervisors approved Amendment Extension Agreement #76-553-3 with The Regents of the University of California, San Francisco to extend the termination date from November 30, 2020 to November 30, 2022 with no change in the payment limit of \$50,000.

Approval of Contract #76-553-4 will allow contractor to continue providing pediatric cardiology services through November 30, 2024. This contract includes mutual indemnification, and the County's agreement to indemnify the contractor for compensation and billing claims arising from the agreement. This contract request to the Board was delayed due to a change in staff managing the contract at UCSF.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, this contractor will not provide pediatric cardiology services at CCRMC.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Cancellation Agreement #77-396-1 and Contract #77-396-2 with KYO Autism Therapy, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County, as follows: (1) Cancellation Agreement #77-396-1 with KYO Autism Therapy, LLC, a limited liability partnership, effective at the end of business on February 28, 2023; and (2) Contract #77-396-2 with KYO Autism Therapy, LLC, a limited liability partnership, in an amount not to exceed \$600,000, to provide Behavioral Health Treatment – Applied Behavioral Analysis (BHT-ABA) services for Contra Costa Health Plan (CCHP) members and County recipients, for the period March 1, 2023 through February 28, 2026.

FISCAL IMPACT:

This contract will result in contractual service expenditures of up to \$600,000 over a 3-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (Rate increase)

BACKGROUND:

CCHP has an obligation to provide certain specialized BHT-ABA health care services including, but not limited to; treatment plans to improve the functioning of CCHP members with pervasive development disorder or autism under the terms of their Individual and Group Health Plan membership contracts with the County. This contractor has been part of the CCHP Provider Network providing BHT-ABA services since December 2021.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron A. Mackey,
925-313-6104

By: , Deputy

cc: Noel Garcia, Marcy Wilhelm

BACKGROUND: (CONT'D)

On December 14, 2021, the Board of Supervisors approved Contract #77-396 with KYO Autism Therapy, LLC, in an amount not to exceed \$600,000, for the provision of BHT-ABA services for CCHP members and County recipients for the period December 1, 2021 through November 30, 2024.

In consideration of the contractor's agreement to continue providing services and the departments need to increase rates to maintain an adequate network for CCHP members to meet the California Department of Health Care Services and the California Department of Managed Health Care mandates, the department and contractor have agreed to (1) mutual cancellation of the current contract in accordance with General Conditions Paragraph 5 (Termination), of the contract (Cancellation Agreement #77-396-1) will accomplish this cancellation, and (2) establish a new contract with the correct terms and conditions for the next three years.

Under new contract #77-396-2, this contractor will provide BHT-ABA services for CCHP members and County recipients from March 1, 2023 through February 28, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this cancellation and new contract are not approved, certain specialized behavioral health treatment including applied behavioral analysis services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract #25-103 with Caminar

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-103 with Caminar, a non-profit corporation, in an amount not to exceed \$958,767, to provide rapid rehousing and homeless prevention services to families participating in the Bringing Families Home program who are homeless or at risk of becoming homeless, for the period from February 1, 2023 through April 30, 2024.

FISCAL IMPACT:

This contract will result in budgeted expenditures of up to \$958,767 and is funded 100% by the California Department of Social Services Grant.

BACKGROUND:

The contractor will provide rapid rehousing and homeless prevention services to families receiving child welfare services through County’s Children and Family Services (CFS) who are at risk of or currently experiencing homelessness and eligible to receive services through the California Department of Social Services (CDSS) Bringing Families Home (BFH) program. Caminar was selected through the County’s request for proposal (RFP) process.

Under new Contract #25-103, the contractor will provide rapid rehousing and homeless prevention services to families in Contra Costa County through April 30, 2024.

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Christy Saxton, 925-608-6700

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, families who are homeless or at risk of being homeless will not have access to this contractor's support services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: On-call Contract Amendment with Blankinship & Associates, Inc. Project No. 7517-WO7241

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Blankinship & Associates, Inc., to extend the term through March 30, 2024, for on-call professional stormwater quality services for a variety of National Pollutant Discharge Elimination System (NPDES) Permit requirements, with no change to the payment limit, Countywide. (No fiscal impact)

FISCAL IMPACT:

There is no fiscal impact with this action, as it is only to extend the term of the contract. This project, including the contract, will be funded 100% by Stormwater Utility Assessment Funds.

BACKGROUND:

The Contra Costa County Watershed Program (CWP) is responsible for implementing the San Francisco Bay Regional Water Control Board Municipal Stormwater Permit (MRP) under the NPDES No. CAS612008, on behalf of Contra Costa County, including Contra Costa County Public Works and the Contra Costa County Flood Control and Water Conservation District (FC District). CWP and

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Michele Mancuso, (925)
313-2236

By: , Deputy

BACKGROUND: (CONT'D)

the FC District are member agencies of a Joint Exercise of Powers Agreement (JEPA), including the following JEPA members, the City of Antioch, Alameda County Public Works, and Zone 7 Water Agency. The City of Concord was active when the group was formed in the early 2000s, but has been inactive with the JEPA and NPDES for over a decade. The JEPA was formed to develop and implement a monitoring plan for each discharger's permit under the Aquatic Pesticide (Water Quality Order No. 2013-0002-DWQ, General Permit No. CAG990005) general NPDES Permit.

The NPDES Permits require permittees to reduce pollutants flowing from their jurisdictions to receiving waters from pollutants, trash, abandoned waste, and other pollutants of concern found in urban runoff.

The CWP requires on-call professional service contracts for the provision of expertise in a variety of technical fields in support of meeting the water quality requirements of the NPDES Permits and additional County initiatives.

CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of this contract by the Board of Supervisors, Contra Costa County will be unable to meet its requirements under NPDES No. CAS612008 and No. CAG99005.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Forensic Pathology Services - Dr. Arnold Josselson

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner to execute a contract amendment with Arnold R. Josselson M.D., to increase the payment limit by \$40,000 to a new payment limit in the amount of \$1,215,000 to provide forensic pathology services through the existing term expiration on September 30, 2022.

FISCAL IMPACT:

\$1,215,000 total payment limit; 100% Sheriff General fund.

BACKGROUND:

Dr. Josselson will assume responsibility for and perform autopsy services for deaths that fall within the jurisdiction of the Coroner, will prepare documents and reports as required, provide training to personnel, provide court testimony as required, and ensure that quality standards are met for the services performed. This will allow the Sheriff-Coroner's Office to continue to meet the obligations to provide forensic pathology services.

CONSEQUENCE OF NEGATIVE ACTION:

If a negative action is given this will result in the Sheriff's Office not having access to a vendor to perform autopsy services and related reporting in the Coroner's Division.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Donn David, 925-655-0037

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Fresh Eyes Development - Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract amendment with Fresh Eyes Development to increase the payment limit by \$50,000 to a new payment limit in the amount of \$107,500 to provide social media management services through the existing term expiration on March 31, 2023.

FISCAL IMPACT:

\$107,500, 100% Sheriff Budgeted.

BACKGROUND:

Fresh Eyes Development provides social media management services and will be utilized to create advertising campaigns various media platforms, create copy for those campaigns and upload advertising utilizing in-house accounts. Additionally, Fresh Eyes will re-brand existing Sheriff's Office social media platforms, create content (video, ad content for promotional posts/ads for algorithm enhancement and regular posts to increase visibility in feeds), and integrate promotion of posts to increase following and reach new followers. The initial contract with Fresh Eyes Development is for six months and includes Special Conditions for modified insurance requires.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

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Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Donn David, 925-655-0037

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

A negative action by the Board would prevent the Sheriff's Office from obtaining specialized assistance for its social media management.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Ricoh, USA, Inc. - Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee to execute a contract amendment with Ricoh, USA, Inc., to extend the termination date from September 30, 2022 to December 31, 2022 for continued scanning and storing of documents as digital images, with no change to the payment limit of \$700,000.

FISCAL IMPACT:

\$700,000; Budgeted. 100% General Fund.

BACKGROUND:

The Office of the Sheriff needs to amend and extend the contract with Ricoh USA, Inc for scanning and indexing services. The Office of the Sheriff-Coroner has a backlog of files currently kept at the Office of the Sheriff's Records and Identification Unit. These documents include federal bookings and the Office of the Sheriff's Custody Alternative bookings. This amendment is in response to a change order provided by Ricoh regarding the scanning and storing of documents as digital images and to extend the termination date from September 30, 2022 to December 31, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

The Office of the Sheriff will be unable to scan and index the backlog of documents at the Office of the Sheriff's Records and Identification Unit.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Donn David, 925-655-0037

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Esa Ehmen-Krause, County Probation Officer
Date: February 28, 2023

Subject: Resource Development Associates (RDA) Consulting Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract amendment with Resource Development Associates Inc., to increase the payment limit by \$170,631 to a new payment limit of \$468,981, and extend the termination date from June 30, 2023 to December 31, 2023, to provide additional consulting services for those impacted by the Medi-Cal pre-release mandate.

FISCAL IMPACT:

This contract will be funded 64% by Juvenile Justice Crime Prevention Act funds and 36% by an Interdepartmental agreement with Health Services.

BACKGROUND:

Resource Development Associates (RDA) Inc. provides committee consulting services to the Probation Department for the Juvenile Justice Coordinating Council (JJCC), and facilitation and planning consulting services for the development of the Juvenile Probation Consolidated Annual Plan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sarah Shkidt, Chief of Administrative Services
(925)313-4195

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Given RDA's background and involvement with the Department, Probation is amending its current contract to include consulting services for planning and facilitation of the implementation of the Medi-Cal pre-release mandate. RDA will create a consumer engagement process for those impacted by the Medi-Cal pre-release mandate. Contra Costa County Health Services Agency (CCHS) will partner in developing and implementing a consumer engagement mechanism that will involve individuals who are currently incarcerated or have been incarcerated since the onset of new programming to provide feedback on new programming and workflows that have been built in response to the mandate. A Consumer Feedback Committee will be developed to work on incorporating feedback and guide this consumer engagement effort. RDA will facilitate quality improvement sessions for the Committee that are driven by qualitative data from individuals who are incarcerated. A sustainability plan will be developed by RDA with the support of the Consumer Feedback Committee to build in ongoing structures for incorporating consumer feedback into ongoing program improvement in the county. The objective of this project is to have individuals with lived experience guide program design and improvement to ensure culturally appropriate and accessible access to services.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, Probation and Health Services will be unable to effectively implement a process for those impacted by the Medi-Cal pre-release mandate.



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: CONTRACT AMENDMENT WITH KARPEL SOLUTIONS FOR DISTRICT ATTORNEY CASE MANAGEMENT SYSTEM

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a third contract amendment with Karpel Computer Systems, Inc., to increase the payment limit by \$15,000 to a new payment limit of \$2,347,122 with no change to the term ending June 30, 2023, to provide additional data conversion services.

FISCAL IMPACT:

\$15,000, 100% General Fund. The increase will be funded with project funds of the Law and Justice Information Systems budget administered by the County Administrator's Office.

BACKGROUND:

In September 2014, the Board of Supervisors authorized a contract with Karpel Computer Systems, Inc., in the amount of \$1,223,205 to provide a modern, web-based case management system for the District Attorney's Office plus four years of system maintenance and support. The first phase of this system, the adult module, was rolled out in late 2015. In 2018, the contract was amended to provide additional user licenses, increase the payment limit to \$2,142,122, and extend system maintenance through June 2023. This second amendment in 2020 increased the payment limit to \$2,332,122 with no change to the contract term to provide for the development of up to ten interfaces for local law enforcement agencies to electronically file their criminal complaints with the District Attorney's Office instead of transmission by facsimile.

One element of the original service plan - juvenile data conversion -- could only be scheduled for production concurrent with development of a case management system for the Probation Department. The Probation case management system, Tyler Supervision, is scheduled to go live this summer. Completion of the conversion of legacy system juvenile data is necessary to implement Tyler Supervision. The proposed third contract amendment will compensate Karpel for additional services to complete the conversion of legacy system juvenile data, which will be used in both the Probation and District Attorney case management systems.

CONSEQUENCE OF NEGATIVE ACTION:

Should the recommendation not be approved, the County will be unable to fully implement the Probation and District Attorney case management systems.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Julie Enea (925) 655-2056

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Cancellation Agreement #76-755-2 and Contract #76-755-3 with Rashid Iqbal, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County as follows: (1) Cancellation Agreement #76-755-2 with Rashid Iqbal, M.D., an individual, effective at the end of business on March 31, 2023; and (2) Contract #76-755-3 with Rashid Iqbal, M.D., an individual, in an amount not to exceed \$300,000, to provide gastroenterology services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period April 1, 2023 through March 31, 2024.

FISCAL IMPACT:

This contract will result in contractual service expenditures of up to \$300,000 and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:

Due to the limited number of specialty providers available within the community, CCRMC and Health Centers rely on contractors to provide necessary specialty health services to their patients. This contractor has been providing gastroenterology specialty services, including but not limited to: on-call coverage, consultation, training, medical and surgical procedures, and administrative support services since October 2021.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Samir Shah, M.D., 925-370-5525

By: , Deputy

BACKGROUND: (CONT'D)

In September 2022, the County Administrator approved and the Purchasing Services Manager executed Contract #76-755-1 with Rashid Iqbal, M.D., in an amount not to exceed \$200,000 for the provision of gastroenterology services for CCRMC and Contra Costa Health Center patients for the period October 1, 2022 through September 30, 2023.

In consideration of the contractor's services expected to be utilized, the recent increase in clinic rates and the agreement to continue providing such services, the department and contractor have agreed to (1) mutual cancellation of the current contract in accordance with the General Conditions Paragraph 5 (Termination), of the contract (Cancellation Agreement #76-755-2), and (2) establish a new contract with the correct terms and conditions through March 31, 2024.

Under new Contract #76-755-3, the contractor will continue to provide gastroenterology services for the period April 1, 2023 through March 31, 2024.

CHILDREN'S IMPACT STATEMENT:

If the cancellation is not approved, the contractor will not be compensated accurately for the services being provided. If the new contract is not approved, certain specialized gastroenterology services for CCRMC patients will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract Amendment #77-195-5 with Q Metrics, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #77-195-5 with Q Metrics, Inc., a corporation, effective February 1, 2023 to amend Contract #77-195-4 to increase the payment limit by \$13,000 from \$70,103 to a new payment limit of \$83,103 and to provide post validation services of the Timely Access Provider Appointment Availability Survey (PAAS) per requirement of the Department of Managed Healthcare (DMHC) for Contra Costa Health Plan (CCHP) with no change in the term of May 1, 2022 through April 30, 2023.

FISCAL IMPACT:

Approval of this contract will result in additional contractual service expenditures of up to \$13,000 and will be funded 100% by CCHP Enterprise Fund II revenues.

BACKGROUND:

CCHP has an obligation to provide certain CCHP member services including, but not limited to: surveys of CCHP members to facilitate the best practices in providing member services. This contractor provides annual PAAS survey for CCHP, and has been providing member survey services since June 1, 2018.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron Mackey, 925-313-6104

By: , Deputy

BACKGROUND: (CONT'D)

On May 24, 2022, the Board of Supervisors approved Contract #77-195-4 with Q Metrics, Inc., in an amount not to exceed \$70,103, for the provision of PAAS services for CCHP for the period from May 1, 2022 through April 30, 2023.

Approval of Contract Amendment #77-195-5 will allow the contractor to continue providing PAAS administration services with the addition of post validation services as required by the DMHC through April 30, 2023. The contract terms include the County agreeing to hold the contractor harmless for claims of loss and penalties imposed by the DMHC for not meeting DMHC Wave methodology.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, additional administration PAAS services will not be provided and the County will not be in compliance with current DMHC requirements.



**Contra
Costa
County**

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: February 28, 2023

Subject: Extend the contract term with Kronos Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract amendment with Kronos Incorporated to increase the payment limit by \$740,000 to a new payment limit of \$1,990,427, and extend the term from December 14, 2022 through December 14, 2025, to continue providing automated timekeeping hardware and software hosting services for the time and attendance system.

FISCAL IMPACT:

The cost for this will be recovered through countywide interdepartmental charges. (100% User Departments)

BACKGROUND:

The County currently uses Kronos Workforce Central Timekeeper and has for many years. In December 2017, the County entered into an agreement with Kronos Incorporated to upgrade the software to the newest version as well as a five-year agreement to host the time and attendance tracking software which provided for a streamlined and cost-effective solution to our antiquated on-premises state. The terms and conditions of this extension are governed by the Master Agreement Reference #18220 dated March 18, 2019 between Cobb County, GA and Kronos Incorporated referred to as the US Communities Agreement #18220.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Marc Shorr, 608-4071

By: , Deputy

cc: Nancy Zandonella

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the countywide time and attendance system will prevent processing payrolls.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: February 28, 2023

Subject: Purchase Order with General Datatech, L.P.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Chief Information Officer, Department of Information Technology, a purchase order with General Datatech, L.P. in an amount not to exceed \$1,015,000 for the renewal of CrowdStrike Falcon Complete, a managed endpoint protection service, for the period of March 22, 2023 through March 21, 2024.

FISCAL IMPACT:

The cost for this purchase is included in the Department of Information Technology's Security budget and will cover all County departments except the Health Services Department. (100% General Fund)

BACKGROUND:

On March 2, 2021, the Board of Supervisors approved a software and services agreement with CrowdStrike, Inc. for the purchase of CrowdStrike Falcon Complete software. This anti-virus protection software provides 24x7 monitoring, detection and response activities to detect and prevent account breaches. The software was deployed in 2021 and has been effective at identifying and mitigating potential cyber incidences. The Department of Information Technology recommends renewing this managed endpoint protection software. The services being purchased are governed by the CrowdStrike Terms and Conditions, dated March 19, 2021, between the County and CrowdStrike.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Marc Shorr, 608-4071

By: , Deputy

cc: Nancy Zandonella

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the County's infrastructure will be at risk of a possible breach.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract 23-443-3 with Medical Information Technology

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Amendment #23-443-2 with Medical Information Technology, Inc., a corporation, to extend the contract term end date from January 31, 2023 to January 31, 2026, and to increase the payment limit by \$36,000, from \$571,000, to a new payment limit of \$607,000 to continue to provide software license and maintenance services for its Health Care Information Systems solution.

FISCAL IMPACT:

Approval of this action will result in additional annual expenditures of up to \$36,000 and will be funded as budgeted by the department in FY 2022-26 by Hospital Enterprise Fund I. (Rate increase).

BACKGROUND:

This contract meets the needs of the County by providing a real-time, intuitive solution that streamlines supply chain, materials, reimbursements, and billing management

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Rajiv Pramanik, 925-765-8689

By: , Deputy

BACKGROUND: (CONT'D)

in connection with patient data retrieval. Contra Costa Health Services has been contracting with Medical Information Technology since (at least 1992) under a Program License Agreement dated July 16, 1992, and a Health Care Information System (HCIS) Software Agreement dated April 28, 2003, under which the County purchased software modules from the contractor. Modules in use include Laboratory Module, Microbiology Module, Anatomical Pathology Module, Blood Bank Module, Materials Management Module, Data Repository, and MAGIC Operating Systems (Disaster Recovery). Health Services' Clinical Laboratory uses these modules, which allow an exchange of, and real-time access to, patient medical information among the Clinical Labs. The County pays Medical Information Technology Inc., annually for the continued use and maintenance of the software modules.

On February 11, 2020, the Board of Supervisors approved Contract #23-443-2, executing a new HCIS Agreement that allowed the contractor to implement its Accounts Payable (AP) supply chain and cost management modules and provide three (3) years of maintenance for the management of reimbursements and billing, and reduce supply chain costs, maintain quality, and build profitability through materials management of real-time inventory and surgical tracking, with business analytics to measure budgetary and contract performance to identify areas for cost-saving opportunities for Contra Costa Regional Medical Center (CCRMC) from February 1, 2020, through January 31, 2023.

Though a retroactive request for an expired contract is atypical, the division is requesting the Board's consideration due to delays the department experienced in receiving a response from the contractor regarding the total cost for the 3-year renewal term and the impacts to real-time data exchange activities if the contract is not extended.

Approval of this action will allow the contractor to continue to provide software and maintenance services through January 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the absence of this software solution could disrupt real-time patient data exchange between Clinical Laboratories and Epic, resulting in data loss. CCRMC will lose cost-saving opportunities regarding supply chain management. The undesirable effect may be decreased patient outcomes and financial loss for the County.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: February 28, 2023

Subject: Purchase Order with California Department of Technology for Microsoft Licenses

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Chief Information Officer, Department of Information Technology, a purchase order with California Department of Technology (CDT) in an amount not to exceed \$7,600,000 for the procurement of G5 Microsoft 365 software licenses through the CDT Enterprise Licensing Agreement with Microsoft for the period of May 1, 2023, through April 30, 2026.

FISCAL IMPACT:

The cost for the CDT contract will be paid in three annual installments and will be charged to user departments on a per license basis. (100% User Departments)

BACKGROUND:

Currently, many County departments utilize G3 licenses which lack specific security, active directory and business intelligence tools that are now required to secure the County's intellectual assets and promote collaboration in the Microsoft government cloud. The County's executive leadership and the CIO, in collaboration with County departments and stakeholders, have determined that the County shall standardize on Microsoft licensing to a level appropriate

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sarah Bunnell, 925-608-4023

By: , Deputy

cc:

BACKGROUND: (CONT'D)

for the changing security and technology environment through “G5” Microsoft 365 licensing. DoIT is procuring this licensure for all County departments, except for Public Works and Health Services.

In 2021, CDT entered into an agreement with Microsoft authorized reseller Crayon Software Experts LLC (Crayon) that allows all public agencies to purchase Microsoft G5 licenses at the lowest available cost. DoIT will procure Microsoft 365 (M365) licensing through a CDT negotiated, competitively bid contract with Crayon. As a result of procuring Microsoft licensing through the CDT contract, DoIT will cease its commitment to obtain Microsoft “G3” licenses through Insight Public Sector, Inc., for contract years two and three, which ends April 30, 2025.

Crayon is one of a limited number of Microsoft Licensing Solutions Providers (LSPs) that are authorized to transact software/subscriptions via a Microsoft Enterprise Agreement licensing program. Crayon is the LSP that was selected by CDT, after a competitively bid Request for Offer Process, to manage the CDT M365 G5 Agreement. The CDT contract with Crayon began on May 1, 2021, and runs through April 31, 2026, and will allow the County to reserve the required licenses by using an online application process through CDT.

As a party to CDT’s Service Catalog General Terms and Conditions, which offers volume licensing discounts, with projected three-year savings of \$2,208,579 for DoIT compared to purchasing G5 licenses under our current Microsoft Enterprise Agreement. DoIT will utilize the contract starting on May 1, 2023 and participate for the remaining 3 years of the contract which ends on April 30, 2026.

CDT has negotiated M365 licensing through a competitive bid process which started at a 25% discount from year-one pricing with discounts that decrease over the contract term of five years. CDT will charge administrative fees of approximately 2.71% to broker/manage the statewide Enterprise Licensing Agreement and an additional 3.5% fee for license distribution.

The CDT contract with Crayon means that the County will be a Microsoft enrolled affiliate under the Enterprise Agreement between Microsoft and Riverside County. Microsoft contracts with a local agency in the state (previously San Bernardino, and now Riverside), and then permits other local agencies in the state to enroll under that agreement as affiliates. At its March 8, 2022 meeting, the Board of Supervisors authorized the Health Services Director, or her designee to enter into the governing CDT agreement for HSD to purchase Microsoft G5 licenses for its department. The procurement of Microsoft G5 licenses pursuant to this board order will be governed by the County’s CDT agreement entered into by HSD.

Approval of this purchase order will enable DoIT to continue to meet the County’s requirement of protecting intellectual property produced in or for the County. Additionally, the purchase of the G5 licenses will allow County departments to provide enhanced user experiences for County and Non-County members, while reducing our cyber risks.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase is not approved, the County will need to procure these licenses utilizing other existing purchasing agreements at a significantly higher cost to adequately provide the County with the ability to safely protect the County’s intellectual property.

CHILDREN'S IMPACT STATEMENT:

None.



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Approval of Contract with Permitium, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a software and services contract with Permitium, LLC in an amount not to exceed \$12,600 for the period of February 28, 2023 through February 27, 2026, to provide a hosted software system for concealed carry weapon (CCW) permit applicants.

FISCAL IMPACT:

\$12,600 (\$4,200 annually); 100% General Fund. The actual fiscal impact may be offset depending on the monthly number of CCW applicants in which the monthly cost of service will be partially or wholly collected.

BACKGROUND:

The Contra Costa County Office of the Sheriff (CCCSO) seeks to contract with Permitium, LLC to provide a hosted software system for concealed carry weapon (CCW) applicants to apply for CCW permit. Permitium's software system services will provide an improvement in the CCW application process by offering an online application and payment service for Contra Costa County residents.

A June 2022 United States Supreme Court decision, *New York State Rifle and Pistol Assn., Inc. v. Bruen*, effectively eliminated the "good cause" determinant by issuing authorities for CCW permits. Accordingly, the number of CCW applicants drastically increased. To date, the CCCSO has received about 1600 applications for CCW permits. Staff foresees that all or nearly all applicants will be issued permits.

Regarding permitting, it is a labor intensive process which includes the following steps performed by Staff:

-

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Donn David, 925-655-0037

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Review of the application for completeness. Issuing authorities are mandated to use a California Department of Justice (CA DOJ) application form which has proven confusing to some applicants. Staff returns around 5% of all applications to applicants for missing information.

- Ensuring the applicant has been fingerprinted. A permit cannot be issued to an applicant who has not been fingerprinted.
- Completion of a background check.
- Arranging for an interview of applicants with the CCW program staff (as necessary depending upon an applicant's background results).
- Preparation of a packet, including the application, and background information, for the Sheriff's consideration on issuance of a permit. This also includes entry of applicant data into a database.
- Corresponding with applicants who have either been approved or denied permits.
- For approved applicants, ensuring statutory minimum training requirements have been met.
- Meeting with the applicant to obtain the applicant's thumbprint, photo, and signature on a CA DOJ permit form.
- Collection of fees from the permittee and then submittal of deposit receipts to the County Treasurer and forwarding of checks, cash, accompanying receipts, to the CCCSO Fiscal Unit.
- Preparation and forwarding of the completed permit card, including with the Sheriff's signature, to the applicant. Staff also updates a database and ensures notification is made to the DOJ on permit issuance. Finally, Staff scans completed applications into an archive file.
- Staff also tracks when existing permits are up for renewal and informs applicants. Staff essentially repeats the above steps for permittees renewing permits.

Permitium LLC offers online software, "Permit Director", which essentially incorporates application receipt, background check tracking, processing, payment and issuance of CCW permits. The use of Permitium's product will allow the CCCSO to transition existing manual, paper-based processes into an online, largely, automated solution.

The anticipated benefits from the use of Permitium LLC's product include elimination for Staff of manual scheduling and follow up notifications; accurate and auditable reporting of permit applications statuses, e.g., applications received, applications pending, etc.; streamlined weapon permit payments; and for applicants, the submission of applications utilizing embedded online audio/visual interaction. The use of Permitium should allow for greater efficiency in the use of Staff time, should help speed the issuance of permits, and should allow for a "user friendly" experience for applicants.

Staff noted that Permitium LLC is an established and reputable vendor. Five of the eight other Bay Area Sheriff's Offices, already employ Permitium's service. Permitium's Permit Director is used by about 55 law enforcement agencies in California and about 500 agencies nationwide.

Permitium charges an applicant \$5 per permit plus two credit card processing fees of \$.30 plus 3.3% of the total transaction per permit; this will be approximately \$10.88 for a new standard permit and \$ 9.82 for a renewed standard permit. The charges will be part of the current fees of \$160 for a new or "initial" standard permit and \$137 for the renewal of a standard permit.

Permitium LLC requires a minimum of 70 permit application submittals monthly for use of its service. If 70 permit applications are not submitted, Permitium will charge the CCCSO \$5 for each submittal less than the required minimum number. This means if no submittals occurred in a month, the CCCSO would be required to pay Permitium LLC the maximum of \$350. If no submittals occurred in a year, the CCCSO would be required to pay Permitium LLC the maximum of \$4,200. If no submittals occurred for the duration of the agreement, three years, the CCCSO would be required to pay Permitium LLC a total of \$12,600. Staff believes that given the current number of permit holders, ongoing renewals, pending applications, and continual stream of new applicants, the likelihood of the minimum number of applications not being reached is close to nil.

Under the contract, Permitium's liability for damages arising out of its breach of the contract is limited to \$6,000,000.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to acquire a resource that improves service to Contra Costa County residents.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment #74-639-3 with Shelter, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #74-639-3 with Shelter, Inc., a non-profit corporation, effective September 1, 2022, to amend Contract #74-639-2, to increase the payment limit by \$57,805, from \$335,152 to a new payment limit of \$392,957, with no change in the original term of July 1, 2022 through June 30, 2023.

FISCAL IMPACT:

Approval of this amendment will result in additional annual expenditures of up to \$57,805 and will be funded 100% by Coronavirus Response and Relief Supplemental Appropriations Act revenues.

BACKGROUND:

The County has been contracting with Shelter, Inc., since October 2021 to provide specialty housing for adults participating in substance use disorder treatment.

On August 2, 2022, the Board of Supervisors approved Contract #74-639-2 with Shelter, Inc., in an amount not to exceed \$335,152, to provide specialty housing for adults participating in substance use disorder treatment, for the period July 1, 2022 through June 30, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,
925-957-5169

By: , Deputy

cc: E Suisala , M Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #76-639-3 will allow the contractor to provide additional bed days in recovery housing for individuals needing outpatient substance use treatment services and benefit from temporary safe and alcohol-free support. The delay of this amendment was due to the late release of Substance Abuse Block Grant (SABG) Coronavirus Response Relief Supplemental Appropriations Act (CRRSAA) funds by the Department of Health Care Services (DHCS), creating a delay in the submission of amendment in a timely manner.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, County clients will not receive outpatient substance use treatment services needed for recovery.

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment #76-794-1 with Amir Manuchehry, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #76-794-1 with Amir Manuchehry, M.D., an individual, effective February 1, 2023, to amend Contract #76-794, to increase the payment limit by \$60,000, from \$190,000 to a new payment limit of \$250,000, with no change in the original term of September 1, 2022 through February 28, 2023.

FISCAL IMPACT:

Approval of this amendment will result in additional annual expenditures of up to \$60,000 and will be funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

Due to the limited number of specialty providers available within the community, Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers relies on contractors to provide necessary specialty health services to its patients. CCRMC has contracted with Amir Manuchehry, M.D. for anesthesiology specialty services since September 2022.

In August 2022, the County Administrator approved and the Purchasing Services Manager executed Contract #76-794 with Amir Manuchehry, M.D., in an amount not to exceed \$190,000, for the provision of anesthesiology services at CCRMC and Contra Costa Health Centers, for the period from September 1, 2022 through February 28, 2023.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Samir Shah, M.D., 925-370-5475

By: , Deputy

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #76-794-1 will allow the contractor to be paid for additional services provided in good faith during the month of February 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the necessary specialty anesthesiology services needed for patient care will not be available or will create increased wait times due to the limited number of specialty providers available within the community.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Extension #23-766-1 with Richmond Community Foundation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #23-766-1 with Richmond Community Foundation, a non-profit corporation, to extend the term end date from February 28, 2023 to April 30, 2023 with no change in the original payment limit of \$800,000, for the continued recruitment of Community Based Organizations (CBOs) to perform outreach and education activities for the Contra Costa CARES Program.

FISCAL IMPACT:

None, there is no change in the original funding expenditures of up to \$800,000 funded 62.5% by American Rescue Plan Act (\$500,000) and 37.5% by Contra Costa Health Plan Incentive Funding (\$300,000). (No rate increase)

BACKGROUND:

The goal of the Contra Costa CARES Program is to provide comprehensive primary health care coverage and medical homes to low income, uninsured adults residing in Contra Costa County who are ineligible for full-scope Medi-Cal or Covered California and whose household gross income does not exceed 138% of the Federal Poverty Level. Specialty care, dental, vision, emergency care and hospitalization are not covered benefits of the program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Patrick Godley, 925-957-5405

By: , Deputy

BACKGROUND: (CONT'D)

Richmond Community Foundation will recruit, retain, and coordinate with CBOs including faith-based organizations, to perform outreach and education activities with undocumented and/or uninsured adults ages 27-49 who are ineligible for health insurance. The primary objective is to target, educate/inform, pre-enroll, enroll, and follow up with low-income, immigrant undocumented, and/or uninsured communities who have been frontline workers in Contra Costa County into the Contra Costa CARES Program.

On July 26, 2022, the Board of Supervisors approved Contract #23-766, with Richmond Community Foundation, in an amount not to exceed \$800,000, for the provision of recruitment of CBOs to perform outreach and education activities for the Contra Costa CARES Program, for the period July 1, 2022 through February 28, 2023.

Approval of Contract Extension Agreement #23-766-1 will allow the contractor to continue providing recruitment services through April 30, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this extension is not approved, fewer low income, uninsured adults would have access to primary care services through the Contra Costa CARES Program.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Contract #76-577-12 with Hobbs Investments, Inc. (dba AM-TRAN)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-577-12 with Hobbs Investments, Inc. (dba AM-TRAN), a corporation, in an amount not to exceed \$612,000, to provide transportation and courier services of laboratory specimens and pharmacy medications for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from February 1, 2023 through January 31, 2024.

FISCAL IMPACT:

This contract will result in annual contractual service expenditures of up to \$612,000 and is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

The contractor provides qualified vehicles and California-licensed drivers to pick up, transport, and deliver laboratory specimens, transmittals, and pharmacy medications to and from County utilized facilities for CCRMC and Contra Costa Health Centers. The contractor has been providing courier services for the County since February 2017.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jaspreet Benepal, 925-370-5104

By: , Deputy

BACKGROUND: (CONT'D)

On February 1, 2022, the Board of Supervisors approved Contract #76-577-10, with Hobbs Investments, Inc. (dba AM-TRAN), in an amount not to exceed \$512,000 for the provision of courier services of laboratory specimens and pharmacy medications for CCRMC and Contra Costa Health Centers for the period February 1, 2022 through January 31, 2023.

On November 1, 2022, the Board of Supervisors approved Contract Amendment Agreement #76-577-11 with Hobbs Investments, Inc. (dba AM-TRAN), to increase the payment limit by \$100,000 to a new payment limit of \$612,000 to provide additional courier services of laboratory specimens and pharmacy medications for CCRMC and Contra Costa Health Centers with no change in the original term of February 1, 2022 through January 31, 2023.

Approval of Contract #76-577-12 will allow the contractor to continue providing courier services of laboratory specimens and pharmacy medications for CCRMC and Contra Costa Health Centers through January 31, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County facilities will not have access to this contractor's pick-up and delivery services of laboratory specimens and pharmacy medications for CCRMC Contra Costa Health Centers.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: February 28, 2023

Subject: Contract Amendment between County and Association for Energy Affordability to Support a Contra Costa Home-Based Asthma Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute, on behalf of the County, a contract amendment with the Association for Energy Affordability, Inc., a non-profit organization, to extend the term from May 15, 2023 through December 31, 2023 and increase the payment limit by \$111,616 to a new payment limit of \$313,763, to continue providing home assessments and project management to assist the County with implementing a comprehensive home-based asthma program.

FISCAL IMPACT:

There will be no impact to the General Fund. All costs for this project are covered through grants from the Sierra Health Foundation and Bay Area Air Quality Management District (BAAQMD).

BACKGROUND:

Through a technical assistance grant provided by Green and Healthy Homes Initiative (GHHI), a nonprofit corporation, Contra Costa Health Services (CCHS), the County Department of Conservation and Development (DCD), Marin Clean Energy (MCE, the County’s Community Choice Aggregator), and Association for Energy Affordability, Inc. (AEA), a nonprofit corporation, developed a Business Plan for a Green and Healthy Homes Program (also referred to as the “Contra Costa Asthma Initiative”) to implement a comprehensive home-based asthma program.

In coordination with the technical assistance team, in March 2020, CCHS submitted a funding proposal to the Bay Area Air Quality Management District (BAAQMD) to support the implementation of the Business Plan and was awarded \$100,000 to implement the program. A grant agreement was executed between the County and BAAQMD on March 31, 2020.

In April 2020, the County Board of Supervisors authorized CCHS to submit a grant application to the Sierra Health Foundation for the Public Health Division and Contra Costa Health Plan to provide asthma home visiting services, which aligned with the Contra Costa Asthma Initiative Business Plan. In July 2020, CCHS was awarded a \$527,558 grant with the State of California Department of Health Care Services and Sierra Health Foundation to implement and administer a Asthma Mitigation Project (or “Contra Costa Asthma Initiative”) for the period of August 1, 2020 through May 15, 2023. On October 13, 2020, the County Board of Supervisors approved a grant agreement between the County and the

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Demian Hardman-Saldana, (925) 655-2816

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Sierra Health Foundation to implement and administer the Contra Costa Asthma Initiative.

The BAAQMD and Sierra Health Foundation agreements with the County allocate funding to AEA to implement the Contra Costa Asthma Initiative. The contract allows AEA to provide, among other things, project management for homes selected in coordination with CCHS for enrollment in home improvement upgrades related to energy efficiency, building electrification, weatherization, and other such improvements known to improve indoor air quality and reduce asthma.

To ensure the County meets its grant obligation for both grants from the BAAQMD and Sierra Health Foundation, the contract amendment extends the term of the contract from May 15, 2023, to December 31, 2023, and increases the payment limit by \$111,616 to a new payment limit of \$313,763.

The proposed contract amendment will provide for some cost reimbursement for eligible work completed by AEA staff, in accordance with the contract requirements.

CONSEQUENCE OF NEGATIVE ACTION:

The County would not be able to meet its grant obligations from the Sierra Health Foundation and BAAQMD to implement the Contra Costa Asthma Initiative.



**Contra
Costa
County**

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: February 28, 2023

Subject: Contract with ROK Technologies

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract with ROK Technologies in an amount not to exceed \$385,000 to create and configure a cloud deployment and implementation for our Geographic Information Systems ESRI software and for ongoing cloud monitoring services for the period of March 1, 2023 through February 28, 2026.

FISCAL IMPACT:

The cost for this is within the departmental budget. (100% General Fund)

BACKGROUND:

The Department of Information Technology (DoIT) strives to keep technology up to date to be able to manage and maintain all the systems on a supported hardware and software platform. The Geographic Information Systems (GIS) software enables data collection and visualization, spatial analysis, public engagement, and new insights into the communities that the County serves. GIS is one of the essential tools used in the County Emergency Operation Center. The current GIS

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Marc Shorr, 608-4071

By: , Deputy

cc:

BACKGROUND: (CONT'D)

infrastructure hardware is seven years old, and the original vendor hardware warranty has expired. The server operating system and GIS software provided by ESRI are also due for an upgrade. Considering the technology trends and the support for disaster recovery, the chosen option of migrating the GIS infrastructure to the cloud aligns with County and DoIT goals.

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the GIS system hardware may fail and cause a GIS system outage for the entire County, affecting services to the Assessor's Office, the Public Works Department, the Department of Child Support Services, the Employment and Human Services Department, the Clerk-Recorder's Office, and the Office of the Sheriff.

CHILDREN'S IMPACT STATEMENT:

None.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Amendment to Purchase Order with Summit Building Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller to pay up to \$755,000 to Summit Building Services, Inc. for cleaning services provided in good faith at various Contra Costa Health locations in response to COVID-19 cleaning demand during the period June 30, 2022 through January 31, 2023.

FISCAL IMPACT:

Approval of this action will result in a one-time expenditure of up to \$755,000 over the requested seven month period and will be funded by American Rescue Plan Act (ARPA) funding.

BACKGROUND:

The Health Services Department has received cleaning services from Summit Building Service, Inc. at various locations providing COVID-19 services since 2020. The Health Services DOC Logistics team scheduled cleaning services through the Emergency Operations Center (EOC) Logistics staff, who created work orders for the services. In 2021, the EOC Logistics staff were deactivated, and the Health Services DOC Logistics team established a \$15,000 purchase order with Summit Building Services, Inc. to pay cleaning services for newly established COVID-19 testing and immunization sites.

The Public Works Department maintains a contract with Summit Building Services, Inc. for cleaning services, which includes specific Health Services Department locations. The contract was awarded after the Public

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Noelia Gutierrez, (925) 957-2662

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Works Department completed a request for proposal process, which was originally bid on Bidsync #2012-444. Cleaning service requests to the vendor and the invoices tied to the agreed upon terms of the contract are managed by the Public Works Department. On November 22, 2022, Health Services Department leadership was notified that some of the COVID-19 cleaning services provided by Summit from June 30, 2022 through January 31, 2023, were not covered by the Public Works agreement with Summit Building Services, Inc. It was discovered that Health Services staff, without authority to do so, had contacted the vendor directly requesting services at sites that are not included in the contract and in excess of the contract's payment limit. The two departments have sorted through the service requests and invoices and paid the vendor for those allowable under the terms of the contract.

The Health Services Department is responsible for ensuring the vendor is paid for the services requested by County staff and provided in good faith by the contractor during the period of June 30, 2022 through January 31, 2023. Summit Building Services, Inc. is entitled to payment for the reasonable value of the services provided under the equitable relief theory of quantum meruit. The theory provides that where a vendor has been asked to provide services without a valid payment instrument, and the vendor does so to the benefit of the County, the vendor is entitled to recover the reasonable value of those services. Health Services Department staff have been directed to no longer contact the vendor directly to prevent this from happening again.

Approval of the requested payment will allow this vendor to be paid for the cleaning services provided at COVID-19 service locations.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Health Services Department will not be able to pay the vendor for the COVID-19 cleaning services provided in good faith, which may jeopardize the County's business relations with the vendor.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: February 28, 2023

Subject: AMERICAN RESCUE PLAN ACT (ARPA) FY 2022/23 2nd QUARTER UPDATE

RECOMMENDATION(S):

ACCEPT fiscal year 2022/23 2nd Quarter report on American Rescue Plan Act (ARPA) funding to Contra Costa County.

FISCAL IMPACT:

No fiscal impact, this item is informational only.

As of December 31, 2022, the County has identified \$343,051,683 of known ARPA revenue allocations across 22 unique grant programs. Of that amount, the County has received \$326,787,131, or 95.3%, and has spent \$215,706,796, or 62.9%. A full accounting of the above figures, by unique grant program, is included in the "American Rescue Plan - Quarterly Report Worksheet," included as Attachment B to this staff report.

BACKGROUND:

[ARPA](#) was signed into law on March 11, 2021 by President Biden. The ARPA is a broad and far-reaching funding package totaling \$1.9 trillion, which provides direct stimulus to taxpayers, advances on child tax credit payments, direct allocations to State and Local governments as well as a myriad of competitive grant programs administered by federal agencies. A summary of the ARPA, including national funding figures, is included as Attachment A for reference.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Timothy Ewell, (925) 655-2043

By: , Deputy

cc:

BACKGROUND: (CONT'D)

County History of American Rescue Plan Act Actions

During the fiscal year 2021/22 budget development process, the County Administrator's Office requested information from departments about known impacts from the ARPA for context in assembling the fiscal year 2021/22 Recommended Budget. Because the passage of the ARPA occurred late in the County's budget process, there was very little information to share in subsequent budget presentations, with the exception of the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF), which was widely being tracked throughout the legislative process by state and local government professional organizations such as the National Association of Counties (NACo). At that time, the County was estimated to receive slightly more than \$220 million over a two-year period.

On June 28, 2021, the County Administrator sent correspondence to department heads establishing guidance for reporting impacts of the ARPA on their respective departments. This included an initial assessment of ARPA impacts by program area, a request for information about unreimbursed COVID-19 costs incurred, a survey of one-time needs and templates of required quarterly reporting documents. The results were reported on during a public ARPA workshop hosted by the Board of Supervisors on August 3, 2021 [\(D.4\)](#). In summary, departments reported the following information at that time:

- **Known ARPA Revenue:** \$317,327,304, of which \$127,606,232 has been received by the County
- **Unreimbursed COVID-19 Costs:** \$16,882,139, including \$7,368,000 of unrealized gas tax revenue due to Shelter in Place orders
- **One-Time Needs:** \$71,655,531, including \$4,120,000 that could be leveraged from non-ARPA funding sources

It is important to note that the One-Time Needs figure above reflected projects that could be obligated prior to December 21, 2024, consistent with CSLFRF guidelines discussed further below.

At the conclusion of the August 2021 public workshop, the Board directed the full \$112 million allocation of Year 1 CSLFRF funding to the Health Services Department to defray the cost impacts of COVID-19 response activities. Subsequently, on January 25, 2022, the Board acknowledged that the fiscal year 2022/23 Recommended Budget would include \$53 million of Year 2 CSLFRF funding in the Health Services Department budget. On April 12, 2022, the Board approved the fiscal year 2022/23 Recommended Budget as presented, including the additional \$53 million of Year 2 CSLFRF funding. At the conclusion of fiscal year 2021/22, the Health Services Department had not spent the entire \$112 million allocation. \$30 million of that amount was re-budgeted in fiscal year 2022/23, making the total amount budgeted \$83 million (\$53 million of Year 2 funds + \$30 million of unspent Year 1 funds).

Review of Primary ARPA Revenue Drivers

There are two ARPA grant programs that provide the majority of funding to the County; specifically, the CSLFRF and a second allocation of Emergency Rental Assistance Program (ERAP) funds. Below are additional details about both revenue streams.

Coronavirus State and Local Fiscal Recovery Fund - \$224,058,903

Contra Costa County has been allocated \$224,058,903 of CSLFRF funds directly from the U.S. Treasury. The funding has been allocated in two, 50% tranches, the first of which was received by the County on May 18, 2021 in the amount of \$112,029,451. The second tranche was distributed to the County in an equal amount on June 8, 2022. The ARPA outlines four specific eligible uses for CSLFRF funding:

- COVID-19 response activities or its negative economic impacts;
- Premium pay to eligible workers performing essential work during COVID-19;
- Government services to the extent of the reduction in revenue due to COVID-19; and
- Infrastructure investments specifically for water, sewer and broadband.

Each category above has several nuances associated with it, which staff has presented on several times beginning in August 2021. The ARPA requires CSLFRF recipients with populations of over 250,000 residents to submit an annual Recovery Plan Performance Report, including descriptions of projects and information on performance indicators and objectives of each award. CSLFRF expenditures must be incurred by December 31, 2024 and ultimately spent by December 31, 2026.

Emergency Rental Assistance Program 2 - \$71,605,012 (\$38,941,950 Federal + \$32,663,062 State)

Contra Costa County was allocated an additional \$71,605,012 in ERAP 2 funds directly from the U.S. Treasury and via the State of California through the State's ARPA funding allocation. This funding complements ERAP 1 funding previously received both from the U.S. Treasury and from the State in the amount of \$75,822,311, making a total of \$147,427,324 rental and utility assistance funding available to Contra Costa residents, landlords and utility providers. The State of California requested letters of intent from counties and cities slated to receive State allocations of ERAP 2 funds, subject to final approval by governing boards, to secure funding allocations. The County Administrator's Office filed the letter of intent with the State on July 27, 2021 and subsequently received Board approval to continue participating in the State's Housing is Key program, providing coordinated rental and utility assistance throughout the state, including to Contra Costans.

ERAP 2 funds were to be used largely in a similar fashion to ERAP 1, but also allowed for relocation cost and security deposit assistance to eligible residents. ERAP 1 funds were to be expended by September 30, 2022 and ERAP 2 funds must be expended by September 30, 2025. The State program has concluded and all funds were distributed prior to the deadlines outlined above. For reference, the total amount of ERAP assistance provided in Contra Costa County, among all funding programs, was \$220.2 million serving 16,797 households - \$73 million above the County's initial allocation amounts.

Fiscal Year 2022/23 2nd Quarter (October-December) ARPA Status Report

As of December 31, 2022, the County has identified \$343,051,683 of known ARPA revenue allocations across 22 unique grant programs. Of that amount, the County has received \$326,787,131 and spent \$215,706,796.

A full accounting of the above figures, by unique grant program, is included in the "American Rescue Plan - Quarterly Report Worksheet," included as Attachment B to this staff report.

Status of ARPA CSLFRF Funding

As of December 31, 2022, the County had received the entire CSLFRF allocation of \$224,058,903 and expended \$132,817,286. As previously mentioned, the Board of Supervisors has taken action to allocate \$83 million to the Health Services Department in fiscal year 2022/23. During a presentation by the department to the Board of Supervisors on September 13, 2022 related to transitioning the COVID-19 response, the department anticipated actual fiscal year 2022/23 expenditures of approximately \$60 million* with the remaining \$23 million being re-budgeted in fiscal year 2023/24. Based on actual expenditures in fiscal year 2021/22, anticipated expenditures in fiscal year 2022/23 and the anticipated re-budget of unused funds in fiscal year 2023/24, the current amount of CSLFRF funds unallocated is approximately \$37.5 million as illustrated below.

ARPA - CSLFRF Allocation				
Projected Expenditures, thru 6/30/24	FY 2021/22	FY 2022/23	FY 2023/24	Total
Funding Sources:	\$ 112,029,452	\$ 112,029,452	0	224,058,903
Funding Uses:				
Health Services Department (COVID-19)	79,214,397	60,000,000	23,000,000	162,214,397
Pandemic Service Relief Payment	0	24,300,111	0	24,300,111
Total Claimed	\$ 79,214,397	\$ 84,300,111	\$ 23,000,000	186,514,508
Fund Balance				<u>\$ 37,544,395</u>

*Note that HSD provided a range of \$60-\$70 million in fiscal year 2022/23 expenditures; however, this does not change the projected, unallocated amount of \$37,544,395, since any unspent balance is assumed to carry over into and spent during fiscal year 2023/24 by the department.

CONSEQUENCE OF NEGATIVE ACTION:

The fiscal year 2022/23 2nd Quarter report on the American Rescue Plan Act (ARPA) will not be formally accepted by the Board of Supervisors.

ATTACHMENTS

Attachment A - American Rescue Plan Act Summary

Attachment B - American Rescue Plan Act, FY 2022/23 2nd Quarter Report (October-December)

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Fiscal Recovery Funds	State & Local Fiscal Recovery Funds	\$130.2B	Contra Costa will receive \$224M
Fiscal Recovery Funds		\$2B	This only applies if a jurisdiction gets Payment in Lieu of taxes (PILT): Provides an additional \$1.5 billion, split evenly over FY 2022 and 2023, for eligible revenue share counties (i.e., public land counties)
Assistance to Individuals and Families	Supplemental Nutrition Assistance Program (SNAP) Administration	\$1.1B	Pass through from the state for local SNAP administration and supplemental costs of running the program
Assistance to Individuals and Families	SNAP 15% Benefit Extension	\$3.5B	Extends the benefit increase through 9/30/2021
Assistance to Individuals and Families	Women, Infant, Child (WIC) Program	\$0.9B	Emergency funds which will enhance benefits for four months plus \$390 million of which will support outreach innovation and program modernization funding.
Assistance to Individuals and Families	Pandemic Electronic Benefits Transfer (EBT)	\$5.6B	Provides +15% monthly SNAP benefits to low-income children (including under 6 years old) who have lost access to free/reduced price meals at school or child care due to the pandemic; May not apply in CA
Assistance to Individuals and Families	Commodity Supplemental Food Program	\$37M	Funds supplementing low-income, 60+ individuals with healthy food commodities
Assistance to Individuals and Families	Family Violence Prevention and Services	\$0.5B	Formula grants may be available to counties for Domestic Violence hotlines and survivor support programs
Assistance to Individuals and Families	Community-based Child Abuse Prevention	\$0.3B	Through 9/30/2023; Going to state lead entities but may be available to counties through competitive sub-awards
Assistance to Individuals and Families	Pandemic Emergency Assistance	\$1.0B	Targeted cash assistance supplement
Assistance to Individuals and Families	Older Americans Act (OAA) Programs	\$1.4B	Additional funds for nutrition, community support and ombudsperson services provided directly to local Area Agencies on Aging (Triple A)

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Assistance to Individuals and Families	Elder Justice Act Programs	\$276M	Funding through Federal FY 2022 to prevent elder fraud and abuse
Assistance to Individuals and Families	Early Childhood Home Visiting	\$150M	States receive these funds and may subaward to county entities providing services
Assistance to Individuals and Families	Family Planning	\$50M	Federal grant program providing low-income and adolescent patients with essential family planning and preventative health services. County health departments are eligible applicants of these grants.
Assistance to Individuals and Families	Tenant-Based Rental Assistance	\$5B	Provides housing choice vouchers, with funds available through September 30, 2030.
Assistance to Individuals and Families	Homelessness Assistance	\$5B	Provides rental assistance, provides supportive services and development of affordable housing through acquisition or creation of non-congregate shelter units. Funding will be allocated using the HOME Investment Partnerships Program.
Assistance to Individuals and Families	Emergency Rental Assistance	\$21.6B	Provides an additional round of funding for the Emergency Rental Assistance Program. Funding is distributed to counties with 200,000 residents or more, to help keep residents stably housed during the COVID-19 pandemic.
Education and Childcare	Child Care and Development Block Grants (CCDBG)	\$15B	Administered by state in CA, but may be available as a subaward to counties
Education and Childcare	Child Care Entitlements to States	\$633M	Permanent increase in funding to states and State match waiver through end of FFY 2022. These changes should make more money available to counties
Education and Childcare	Low Income Household Drinking Water and Wastewater Assistance Program (LIHWAP)	\$4.5B	County administered program has a flexible structure and can support household heating and cooling expenses, weatherization assistance, crisis assistance, and services such as counseling.
Education and Childcare	Low Income Home Energy Assistance Program (LIHEAP)	\$0.5B	Federal government is directing states to model LIHWAP after LIHEAP, it is possible that county governments functioning as a local LIHEAP agency will be responsible for administering this new program as well and may receive funds.
Education and Childcare	Head Start	\$1.0B	Emergency funding to be distributed across existing Head Start agencies according to their share of total enrolled children.
Health	Certified Community Behavioral Health Clinic Expansion Grant Program	\$420M	Grants aimed to increase access to, and improve the quality of community mental and substance use disorder treatment through the expansion of CCBHCs

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Health	Youth Suicide Prevention Programs	\$20M	Counties that are public organizations designated by a state to develop or direct the youth suicide early intervention and prevention strategy are eligible to receive funds.
Health	Community Mental Health Services Block Grant	\$1.5B	Counties may use block grant dollars to provide a range of services for adults and children with serious mental illnesses.
Health	Substance Abuse Prevention and Treatment Block Grant	\$1.5B	Funding for county behavioral health authorities to serve vulnerable, low-income populations, such as those with HIV/AIDS, pregnant and parenting women, youth and others by ensuring access to substance abuse services.
Health	Community-based Funding for Local Substance Use Disorder Services	\$30M	Provides grants to local governments for community-based overdose prevention programs, syringe services programs and other harm reduction services in light of increased pandemic related drug-misuse
Health	Community-based Funding for Local Behavioral Health Needs	\$50M	Provides grants to local governments to address increased community behavioral health needs worsened by the COVID-19 pandemic.
Health	Project Aware	\$30M	Provides grants, contracts and cooperative agreements to entities to advance wellness and resiliency in education.
Health	Community Health Centers	\$7.6B	Provides grants to Federally Qualified Health Centers (FQHCs) to respond to the COVID-19 pandemic
Health	Public Health Workforce	\$7.66B	Provides funding to establish, expand and sustain a public health workforce including grants to local public health departments
Health	National Health Services Corps	\$800M	Provides funding for the scholarship as well as federal and state loan repayment programs for the healthcare workforce
Health	Nurse Corp	\$200M	Provides funding for the federal loan repayment programs for nurses
Health	Mental and Behavioral Health Professionals Training	\$80M	Provides funding for grants or contracts to local governments and other entities, to run training programs in strategies for reducing and addressing suicide, burnout, mental health conditions and substance use disorders among health care professionals.
Health	Grants for Health Care Providers to Promote Mental and Behavioral Health	\$80M	Provides funding to award grants or contracts to entities providing health care, including federal qualified health centers, to establish or expand programs to promote mental health among their providers and others
Health	Pediatric Mental Health Care Access	\$40M	Provides funding to award grants to counties to promote behavioral health integration in pediatric primary care through the development and support pediatric mental health care telehealth access programs
Health	Grants for Testing	\$47.8B	Provides funding for COVID-19 testing, contact tracing and mitigation activities. Note that this funding will be distributed to local jurisdictions through existing cooperative agreements

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Health	Grants for Vaccines	\$7.5B	Provides funding for COVID-19 vaccine activities. Note that this funding will be distributed to local jurisdictions through existing cooperative agreements
Other	FEMA Disaster Relief Funds	\$50B	Provides additional funds to meet the immediate needs of local governments
Other	Emergency Food and Shelter Program	\$400M	Local governmental entities that provided food, shelter and supportive services to people with economic emergencies services in their communities are eligible to apply for this supplemental funding
Other	Emergency Food and Shelter Program - Humanitarian Relief	\$110M	Local governmental entities that provided food, shelter and supportive services to people with economic emergencies services in their communities are eligible to apply for this supplemental funding through the National Board for the Emergency Food and Shelter Program
Other	Assistance to Firefighter Grants (AFG)	\$100M	Fire agencies can apply for supplemental funds to purchase PPE for first responders
Other	Staffing for Adequate Fire and Emergency Response (SAFER) Grants	\$200M	Funding for local fire and emergency response teams to help them increase or maintain the number of trained, "front line" firefighters available in their communities
Other	Emergency Management Performance Grants	\$100M	Grant funding for local emergency management agencies for implementation of the National Preparedness System and works toward the National Preparedness Goal of a secure and resilient nation.
Other	Economic Development Assistance (EDA) Programs	\$3.0B	Local government is eligible to apply for the EDA program and can use the funding for economic recovery projects. 25% of the funds are reserved for communities that have suffered economic injury due to job losses in the travel, tourism or outdoor recreation sectors.
Other	Categorical Grants - Air Pollution	\$50M	Local government can apply for grants and activities related to air quality monitoring and the prevention and control of air pollution
Other	Emergency Connectivity Fund for Libraries (and schools)	\$7.2B	This competitive grant funding provides a 100% reimbursement to schools and libraries for internet access and connected devices for students and teachers for remote learning and library services.

**AMERICAN RESCUE PLAN
DEPARTMENT IMPACT WORKSHEET**

**DEPARTMENT: Countywide
REPORTING PERIOD: FY 2022/23 - Q2 (period ending December 31, 2022)**

ATTACHMENT B

PROGRAM INFORMATION						FINANCIAL INFORMATION		
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
CAO	21.027	U.S. Treasury	N/A	Coronavirus State and Local Fiscal Relief Fund (CSLFRF)	<p>\$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Eligible expenses include</p> <ul style="list-style-type: none"> • Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff; • Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector; • Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic; • Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and, • Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet. 	\$ 224,058,903	\$ 224,058,903	\$ 132,817,286
CAO	21.023	U.S. Treasury	N/A	Emergency Rental Assistance Program (ERAP) 2 - Federal Direct Allocation	<p>ERA2 payments are made directly to states, U.S. territories and local governments with more than 200,000 residents. ERA2 sets aside \$2.5 billion for eligible grantees with a high need for ERA2 assistance, based on the number of very low-income renter households paying more than 50 percent of income on rent or living in substandard or overcrowded conditions, rental market costs, and change in employment since February 2020. At least 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed. ERA2 funds generally expire on September 30, 2025.</p>	\$ 38,941,950	\$ 38,941,950	\$ 38,941,950
CAO	21.023	U.S. Treasury	California Housing and Community Development Department	Emergency Rental Assistance Program (ERAP) 2 - State Subrecipient Allocation	<p>ERA2 payments are made directly to states, U.S. territories and local governments with more than 200,000 residents. ERA2 sets aside \$2.5 billion for eligible grantees with a high need for ERA2 assistance, based on the number of very low-income renter households paying more than 50 percent of income on rent or living in substandard or overcrowded conditions, rental market costs, and change in employment since February 2020. At least 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed. ERA2 funds generally expire on September 30, 2026</p>	\$ 32,663,062	\$ 32,663,062	\$ 32,663,062

CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
CAO	21.032	U.S. Treasury	N/A	Local Assistance and Tribal Consistency Fund	The Local Assistance and Tribal Consistency Fund provides flexible support for eligible revenue sharing counties and eligible Tribal governments to meet their jurisdiction's needs. Specifically, the statute directs that recipients may use funds for any governmental purpose other than a lobbying activity. As a general matter, recipients may treat these funds in a similar manner to how they treat funds generated from their own revenue. Programs, services, and capital expenditures that are traditionally undertaken by a government are considered to fulfill a "governmental purpose." For Tribal governments, investing in activities undertaken by Tribal enterprises, such as operating or capital expenditures for businesses that are owned or controlled by a Tribal government, are considered a governmental purpose.	\$ 100,000	\$ 50,000	\$ -
ConFire	97.083	Federal Emergency Management Agency (FEMA)	N/A	FY 2021 SAFER (Staffing for Adequate Fire and Emergency Response) Grant	Funding for local fire and emergency response teams to help them increase or maintain the number of trained, "front line" firefighters available in their communities.	\$ 7,548,363	\$ -	\$ -
EHSD	93.600	Administration for Children & Families-Office of Head Start	N/A	Head Start	American Rescue Plan (ARP): Fiscal Year 2021 funding increase for Head Start grantees to support program work toward full re-opening of in-person comprehensive services as local health guidance allows. Federal allocation is \$1 billion.	\$ 2,302,066	\$ 2,302,066	\$ 461,068
EHSD	93.568	Administration for Children & Families-Office of Community Services	California Department of Community Services & Development	Low Income Home Energy Assistance Program (LIHEAP)	Provides \$4.5 billion in emergency LIHEAP funds to remain available until September 30, 2022.	\$ 4,692,311	\$ 4,692,311	\$ 4,098,922
EHSD	95.053	Health and Human Services - Administration for Community Living (ACL)	California Department of Aging	Emergency Older Americans Act (OAA) Program Funding	Provides \$1.43 billion in emergency OAA funding, including \$750 million for senior nutrition programs, \$460 million for home-and-community-based support services, \$45 million for disease prevention, \$10 million for the long-term care ombudsman program and \$145 million in assistance for grandparents caring for grandchildren.	\$ 3,810,565	\$ 3,810,565	\$ 34,916
EHSD	93.747	Health and Human Services - Administration for Community Living (ACL)	California Department of Social Services	Elder Justice Act Programs	Provides at least \$188 million for the Elder Justice Act in both FY 2021 and FY 2022, and \$88 million for grants to public transit systems to improve transportation access for older adults and people with disabilities.	\$ 15,381	\$ 15,381	\$ 7,500
EHSD	93.591	Health and Human Services - Administration for Children & Families-Family and Youth Services Bureau	CalOES	Family Violence Prevention and Services Act (FVPSA) Program Supplemental Grants	\$450 million Federal funds allocated. Will provide 296 supplement grant awards to states, territories, tribes and local domestic violence organizations to respond to domestic violence. While counties are ineligible to receive direct allocations through the FVPSA program, they may receive funding through their state.	TBD	\$ -	\$ -
EHSD	93.590	Health and Human Services - Administration for Children & Families-Children's Bureau	California Department of Social Services	Community Based Child Abuse Prevention (CBCAP) and Child Abuse Prevention Treatment Act (CAPTA) Supplemental Funding	\$25 Million Federal Funds allocated. Counties and tribes with Title IV-E agreement with state opt-in to the ARPA-CBCAP supplemental funding, a one-time allocation that can be spent through September 30, 2025 without a requirement for non-federal matching fund for child abuse prevention direct services and planing activities.	\$ 522,976	\$ 522,976	\$ -
EHSD	93.575	Administration for Children & Families -Office of Childcare	California Department of Social Services	Child Care Development Block Grant (CCDBG)	ARPA provides a total of nearly \$39 billion in emergency funds for the Child Care Community Block Grant (CCDBG), of which nearly \$15 billion is for child care subsidies through FY 2024. The remaining \$24 billion will be available to states to make stabilization subgrants directly to child care providers to assist in maintaining operations.	TBD	\$ -	\$ -

CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
EHSD	93.596	Administration for Children & Families -Office of Childcare	California Department of Social Services	Child Care Slots / Child Care Stabilization Funds	Increases child care access by 206,500 slots in Alternative Payment, General Child Care, Migrant Child Care, bridge program for foster children, and prioritizes ongoing vouchers for essential workers currently receiving short-term child care. Potential increase in the standard reimbursement rate and regional market rate ceilings. Two one time stipends will be issued out to providers: the first will be \$600 per child using March 2021 enrollment and the second will be based on facility type and licensing capacity. Stipends are to be used to support with COVID-19 pandemic relief, and, in the case of decreased enrollment or closures, to support child care providers and state preschool programs in remaining open or reopening. Budget to also include a hold harmless clause for all State Programs. Federal allocation is \$24 billion.	TBD	\$ -	\$ -
EHSD	93.568	Administration for Children & Families-Office of Community Services	California Department of Community Services & Development	Low-Income Household Drinking Water and Wastewater Emergency Assistance Program (LIHWAP)	Created under the FY 2021 Omnibus to assist with payments for drinking water and wastewater expenses. Federal allocation is \$500 million.	\$ 1,989,789	\$ 1,989,789	\$ -
EHSD	93.558	Administration for Children & Families-Office of Family Assistance	California Department of Social Services	Temporary Assistance for Needy Families (TANF) Pandemic Emergency Assistance Fund	Provides \$1 billion in short-term targeted aid (cash assistance or otherwise) to families in crisis. States will receive funds based on their population's share of children and portion of prior TANF expenditures dedicated to cash assistance.	\$ 3,721,600	\$ 3,721,600	\$ 3,721,600
EHSD	93.747	Health and Human Services - Administration for Community Living (ACL)	California Department of Social Services	Elder Abuse Prevention Interventions Program	Funds are available for county expenditure between August 1, 2021 and September 30, 2023. While maximum flexibility is afforded to the counties in determining how they will spend the funds, counties are advised to exercise judgement consistent with the Elder Justice Act Section 2042(b); Section 9301 of the ARPA of 2021; and guidance provided by the federal Administration for Community Living. Based on ACL No. 22-07, examples of how to spend the allocation noted in the Federal Register Notice include: <ul style="list-style-type: none"> Establishing or enhancing the availability for elder shelters and other emergency, short-term housing and accompanying "wrap-around" services; Establishing, expanding, or enhancing state-wide and local-level elder justicenetworks; Working with tribal APS efforts; Improving or enhancing existing APS processes; Improving and supporting remote work; Improving data collection and reporting at the case worker, local, and state levels in a manner that is consistent with the National Adult Maltreatment Reporting System; Establishing new, or improving existing processes for responding to allegedscams and frauds; Community outreach; Providing goods and services to APS clients; Acquiring personal protection equipment and supplies; Paying for extended hours/over-time for staff, hiring temporary staff, and associated personnel costs; 	\$ 89,750	\$ 89,750	\$ -
HSD	93.224	Health Resources and Services Administration (HRSA), U.S. Department of Health and Human Services (HHS)	N/A	American Rescue Plan Act Funding for Health Centers	Appropriates funds to the Department of Health and Human Services (HHS) to be distributed to community health centers for: <ul style="list-style-type: none"> Vaccine planning, preparation, distribution, and tracking COVID-19 testing, monitoring, and contract tracing, including mobile testing and vaccinations Health care workforce expansion Health care services and infrastructure modification Community outreach related to COVID-19 	\$ 3,355,250	\$ 1,150,524	\$ 1,804,943



Contra
Costa
County

To: Board of Supervisors
From: Robert Campbell, Auditor-Controller
Date: February 28, 2023

Subject: DISTRIBUTION OF STATE HIGHWAY PROPERTY RENTAL REVENUE

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to distribute the 2021-22 State Highway property rental revenue in the amount of \$106,588.80 to the County Road Fund pursuant to the provisions of Section 104.10 of the Streets and Highways Code, as follows: County Road Fund \$106,588.80.

FISCAL IMPACT:

This action has no impact on the General Fund. The County Road Fund will receive \$106,588.80.

BACKGROUND:

Section 104.6 of the Streets and Highways Code authorizes the State Department of Transportation to lease any lands it holds which are not presently needed for State Highway purposes and provides that 24 percent of such rental revenue shall be allocated pursuant to Section 104.10. Section 104.13 provides that all funds distributed to the County shall be deemed to be in full or partial payment of the possessory interest taxes due on such leased properties. The recommended distribution is in accordance with those State laws.

CONSEQUENCE OF NEGATIVE ACTION:

The funds will not be distributed.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Chris Wong (925) 608-9318

By: , Deputy

ATTACHMENTS

State Highway Property Rental
Revenue

DISTRIBUTION OF 2021-22 HIGHWAY PROPERTY RENTAL REVENUE
(Right of Way Rental Income)

County Road Fund	<u>\$106,588.80</u>
TOTAL	<u><u>\$106,588.80</u></u>



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: February 28, 2023

Subject: Embarc Contra Costa Community Benefits Agreement

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a community benefits agreement with Embarc Contra Costa LLC, effective upon approval of a use permit, to pay the County amounts based on annual gross sales and provide specified community benefits in connection with Embarc Contra Costa LLC's storefront commercial cannabis dispensary in the unincorporated Pacheco/Martinez area.

FISCAL IMPACT:

Approval of this agreement will allow the County to receive from Embarc Contra Costa LLC on an annual basis two percent (2%) of gross sales among other community benefits as set forth in the attached Community Benefit Agreement. These payments may be used by the County, at its sole discretion, consistent with the County's "Policy for Allocating Community Benefits Funds Received from Approved Commercial Cannabis Business," or any subsequent policy then in effect, and are intended for use to benefit the community.

The current allocation policy provides that the County Supervisor in whose district the cannabis business operates will bring recommendations to the Board on the expenditure of community benefit funds originating from that business, with the expenditure to benefit the immediate community.

BACKGROUND:

On June 26, 2018, the County Board of Supervisors (Board) adopted Zoning Ordinance Chapter 88-28 - Cannabis Regulation. Following that Board action, a request for proposals (RFP) was issued by County staff seeking qualified applicants. The RFP was issued as part of the selection process required by the ordinance for the limited number of potential commercial cannabis cultivators (maximum of 10) and retail storefronts or "dispensaries" (maximum of 4). A multi-departmental team of County staff scored and ranked each proposal. On December 10, 2019, the Board of Supervisors reviewed the results of the scoring and selection process and chose Embarc Contra Costa LLC along with three other applicants to have an opportunity to establish storefront retail dispensaries within the unincorporated area of the county.

In response, Embarc Contra Costa LLC submitted the required land use permit application (County File# CDLP20-02017). This application was subsequently approved at the January 9, 2023, Zoning Administrator public hearing. As part of the Embarc Contra Costa LLC submittal and

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Gary Cupp, (925) 655-2871

By: , Deputy

cc:

BACKGROUND: (CONT'D)

consistent with the proposal it submitted in response to the County's RFP, Embarc Contra Costa LLC pledged a voluntary annual monetary payment to the County that the County would use to fund actions to benefit the community. Additionally, to the extent permitted by applicable local, state, and federal laws and regulations, and to the extent practicable, Embarc Contra Costa LLC has also pledged to hire locally and purchase materials and supplies locally. The proposed community benefits agreement memorializes these commitments.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the County will not receive funding for various services and programs, and without such an agreement Embarc Contra Costa LLC may not be allowed to operate within the county.

CHILDREN'S IMPACT STATEMENT:

This action will not negatively affect or impact children or children's services in the county.

ATTACHMENTS

Embarc Community Benefits Agreement

COMMUNITY BENEFITS AGREEMENT

between

CONTRA COSTA COUNTY

and

EMBARC CONTRA COSTA, LLC

County File CDLP20-02017

This Community Benefits Agreement (“Agreement”) is entered into as of _____, 2022, by and between Contra Costa County, a political subdivision of the State of California, (“County”) and Embarc Contra Costa, LLC, a California limited liability company (“Embarc”).

Recitals

- A. On _____, the Contra Costa County Board of Supervisors approved issuing a land use permit (the “LUP”) for Embarc’s storefront cannabis dispensary (the “Dispensary”), located at 3503 Pacheco Boulevard, in the unincorporated Pacheco area of Contra Costa County (County File No. CDLP20-02017).
- B. In addition to obtaining the LUP and other discretionary state and local approvals to operate the Dispensary, Embarc will obtain a County building permit and make improvements to the Dispensary. After those improvements are complete and have passed all required inspections by the County, Embarc will receive a certificate of occupancy from the County (“Occupancy Certificate”). Embarc will be able to commence commercial operation of the Dispensary at any time after the Occupancy Certificate is issued.
- C. Commercial cannabis storefront dispensaries are a unique land use with unique impacts on the community. When Embarc submitted a proposal to apply for one of four storefront dispensary land use permits, it pledged to enter into this Agreement with the County and to contribute two percent (2%) of gross sales to the County – one percent (1%) of gross sales to a community benefits fund, and one percent (1%) of gross sales to an enforcement fund – among other community benefits. Because there is no designated enforcement fund, Embarc has agreed to direct the contribution it would have made to that fund to the community benefits fund. This Agreement includes the voluntary commitments made by Embarc when it submitted a proposal to seek an opportunity to apply for one of four land use permits to operate commercial cannabis storefront dispensaries in unincorporated Contra Costa County.

Agreement

NOW, THEREFORE, the County and Embarc agree as follows:

1. **Purpose.** The purpose of this Agreement is to memorialize Embarc’s commitment to providing community benefits in connection with its Dispensary, including by paying the County a percentage of Gross Sales at the Dispensary.
2. **Term.** The term (“Term”) of this Agreement begins on the Effective Date, and it expires upon the earliest of any of the following to occur: (a) the expiration of the LUP and any extensions and renewals thereof; (b) the revocation of the LUP; (c) the effective date of any court decision that invalidates the LUP (following any appeals or the lapse of the time to appeal the decision) or; (d) the effective date of any change in the law that invalidates the LUP or that prohibits the sale of cannabis and cannabis-containing products at the Dispensary.
3. **Community Benefits Payment.**
 - a. Payment for Each Operating Year. Embarc shall make an annual community benefits payment (each a “Payment”) to the County for each year or portion thereof during the Term that the Dispensary operates (each an “Operating Year”). The first Operating Year begins on the date the Occupancy Certificate is issued, and it ends one year thereafter. Each subsequent Operating Year begins on the anniversary of the issuance of the Occupancy Certificate, and it ends one year thereafter.
 - b. Calculation of Payments. For each Operating Year, Embarc shall pay the County a Payment that is equal to two percent (2%) of the Dispensary’s Gross Sales during the Operating Year for which the Payment is made. For the purpose of this Agreement, the term “Gross Sales” shall mean all income from the sale of cannabis, cannabis-containing products, and all other products and goods sold at the Dispensary before any deductions, including but not limited to taxes, overhead, labor, rent, utilities, and cost of goods sold.
 - c. Survival. The requirements of this Section 3 shall survive the termination or expiration of this Agreement.
4. **Timing, Verification, and Use of Payments.**
 - a. Timing of Payments.
 - (i) *Annual Payments.* Except as specified in Sections 4(a)(ii) and 4(a)(iii), Embarc shall make each Payment to the County within 60 days after the end of the Operating Year for which the Payment is made.
 - (ii) *Final Payment.* Embarc shall make its final Payment to the County within 60 days after the expiration of this Agreement.

- (iii) *Payment Following Assignment.* If Embarc sells, conveys, or transfers the Dispensary to a third party during an Operating Year, within 60 days after the effective date of that sale, conveyance, or transfer, Embarc shall make a Payment to the County in the amount of two percent (2%) of the Dispensary's Gross Sales during the portion of the Operating Year occurring before the effective date of sale, conveyance, or transfer; and, within 60 days following the end of that Operating Year, the new owner of the Dispensary shall make a Payment to the County in the amount of two percent (2%) of the Dispensary's Gross Sales during the remainder of that Operating Year.
- b. Payment Documentation. When Embarc makes a Payment to the County, Embarc shall include with the Payment a financial statement showing the Dispensary's Gross Sales for the Operating Year, or portion thereof, for which the Payment is made.
- c. Verification of Gross Sales. During the Term of this Agreement and for three years following its expiration or assignment, the Director of Conservation and Development ("Director") may request copies of Embarc's state and federal tax returns, cash-flow reports, financial statements, income statements, books, journals, receipts, and other financial records for the Dispensary ("Financial Records"), to enable the Director to independently verify the Dispensary's Gross Sales for any Operating Year. Within 30 days after receiving the Director's written request for Financial Records under this section, Embarc shall provide the Director copies of all Financial Records requested by the Director. If the Director determines that Embarc has underpaid any Payment, Embarc shall pay the County the balance owed, as determined by the Director, within 30 days following a written request for payment from the Director.
- d. Deposit and Use of Payments. The Director will ensure that all Payments are deposited in an account administered by the County. The use and allocation of all Payment revenues, and any interest that accrues thereon, will be determined by the Board of Supervisors, in its sole discretion, consistent with the County's "Policy for Allocating Community Benefit Funds Received from Approved Commercial Cannabis Businesses" if then in effect, or any subsequent policy then in effect.
- e. Survival. The requirements of Section 4 shall survive the termination, expiration, or assignment of this Agreement.

5. **Other Community Benefits and Requirements.**

- a. Local Workforce. To the extent permitted by applicable local, state, and federal laws and regulations, and to the extent practicable, Embarc shall ensure that its Dispensary workforce is composed of residents of the incorporated and unincorporated areas of Bay Point, Clyde, Concord, Crockett, Hercules, Martinez,

Mountain View, Pacheco, Pittsburg, Pleasant Hill, Port Costa, Rodeo, Vine Hill, and Walnut Creek (collectively “Local Communities”).

- b. Local Vendors. To the extent permitted by applicable local, state, and federal laws and regulations, and to the extent practicable, Embarc shall utilize licensed and permitted businesses, each with a principal place of business within any of the Local Communities, for services required to operate and maintain the Dispensary. These services may include, but may not be limited to, design, construction, maintenance, janitorial, IT, financial, security, licensed and permitted distribution, and professional services.
 - c. Notice to the Director. When Embarc makes a Payment to the County under Section 4, Embarc shall provide a written notice to the Director that includes all of the following for the Operating Year, or portion thereof, for which the Payment is made: (i) the percentage of the Dispensary’s workforce that resides within the Local Communities; and (ii) the local vendors from which Embarc purchased services during the Operating Year. The requirements of this Section 5(c) shall survive the termination, expiration, or assignment of this Agreement.
6. **Notices**. All payments, notices, demands, and other communications made under this Agreement shall be in writing and personally delivered, sent by overnight carrier with delivery charges prepaid for next business day delivery, or sent by First Class U.S. Mail with postage prepaid, and addressed as follows:

To County: Director of Conservation and Development
 30 Muir Road
 Martinez, CA 94553
 Email:

Embarc: kevin schmidt
 1201 K Street, Suite 920
 Sacramento, CA 95814
 Email: licensing@goembarc.com

A payment, notice, demand, or other communication shall be deemed given on the same day it is personally delivered, on the next business day following deposit with an overnight carrier, or on the fifth day after deposit in the U.S. Mail. A courtesy copy of a notice, demand, or other communication may be provided by email, but a courtesy copy by email does not substitute for providing notice in any manner required under this section. A party may change its address for delivery of notices under this Agreement by providing written notice of the change in accordance with this section.

7. **Assignment**. Embarc’s obligations under this Agreement shall be binding upon Embarc’s successors and assigns. Embarc shall not assign this Agreement, or any of its obligations under this Agreement, to any other person or entity without the advance written approval of the County, which shall be within its sole discretion to provide. This Agreement may not be assigned separate from the land use permit for the Dispensary.

8. **No Third-Party Beneficiaries.** Nothing in this Agreement confers any rights or obligations on any person or entity that is not a party to this Agreement.
9. **Counterparts.** The Agreement may be executed in counterparts.
10. **Governing Law.** This Agreement shall be governed by the laws of the State of California.

[Signatures on next page.]

Contra Costa County and Embarc Contra Costa, LLC, have executed this Agreement as of the Effective Date.

CONTRA COSTA COUNTY

By: _____

Name: _____

Title: _____

EMBARC CONTRA COSTA, LLC

DocuSigned by:

By: George Miller

Name: George Miller
7745E621F15A45A

Title: Managing Partner

By: _____

Name: _____

Title: _____

SMS

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Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: February 28, 2023

Subject: Nevin Plaza – Amendment to Loan Agreement and Transfer of Property

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Conservation and Development, or designee, to execute an Assignment, Assumption and Consent and First Amendment to Community Development Block Grant (CDBG) Loan Agreement between the County and the Housing Authority of the City of Richmond (RHA), under which the County is consenting to the following:

1. An amendment to the existing CDBG Loan Agreement dated December 1, 2019, between the County and the RHA (the Loan Agreement), under which the County loaned the RHA \$401,523 of CDBG funds to assist in the repair of the elevators in the apartment building commonly known as Nevin Plaza, located at 2400 Nevin Avenue in Richmond (the Development), to extend the term of the loan and to charge interest to the borrower.
2. The assignment of all of the RHA's rights and obligations under the Loan Agreement to Nevin Plaza I, L.P. (the Limited Partnership), a limited partnership that intends to rehabilitate the Development.
3. RHA leasing the real property that is the site of the Development to the Limited Partnership for 99 years.
4. The sale of the Development to the Limited Partnership by RHA.
5. A Memorandum of Loan being recorded, creating a record of the existence of the County's loan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Gabriel Lemus, 655-2885

By: , Deputy

cc:

FISCAL IMPACT:

No impact to the General Fund. CDBG funds are provided to the County on a formula allocation basis through the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND:

Under a CDBG Loan Agreement dated December 1, 2019, between the County and RHA (the Loan Agreement), the County loaned RHA \$401,523 in Community Development Block Grant (CDBG) funds to assist with the repair and replacement of two elevators in Nevin Plaza public housing located at 2400 Nevin Avenue in the City of Richmond (the Development). The Development is a multifamily residential rental development reserved for elderly and/or disabled households. The elevator repairs have been completed and the loan was disbursed to RHA. The loan was provided to RHA with a term of 20 years with no interest.

RHA is working with EAH Housing, Inc. (EAH), a non-profit affordable housing developer, to have an EAH affiliated limited partnership, Nevin Plaza I, L.P (Limited Partnership), acquire and rehabilitate Nevin Plaza. To achieve this, RHA and the Limited Partnership desire to enter into (i) a ground lease, under which the Limited Partnership would lease the site of the Development, and (ii) a purchase and sale agreement, under which the Limited Partnership would purchase the Development. RHA and the Limited Partnership also desire RHA's rights and obligations under the Loan Agreement be transferred to the Limited Partnership. All of these actions require the County's consent.

In addition to consenting to the ground lease, the sale of the Development and the assignment of the Loan Agreement to the Limited Partnership, this board action also would result in an amendment to the Loan Agreement, in order for the CDBG loan to be consistent with the terms of other lenders and to avoid negative tax implications for the other lenders providing loans to the Limited Partnership. The amendment to the Loan Agreement has the effect of (i) amending the term of the CDBG loan from a 20-year term to a 55-year term, and (ii) the CDBG loan accruing interest at 3.86 percent compounded annually. The proposed loan amendment would also require the Limited Partnership to make annual payments to the County equal to the County's pro rata share of residual receipts. The amendment to the CDBG loan would occur simultaneously with the close of the ground lease and the sale of the Development to the Limited Partnership.

As part of the transfer from RHA to the Limited Partnership, the County will reconvey the previous promissory note with RHA and have the Limited Partnership execute a new promissory note, evidencing the Limited Partnership's obligation to repay the CDBG loan in accordance with the terms of the amended Loan Agreement. In addition to receiving a new promissory note, the County will record a Memorandum of Loan, to create a public record of the existence of the CDBG loan.

CONSEQUENCE OF NEGATIVE ACTION:

If the County does not approve the transfer and loan modifications, the Limited Partnership will not be able to acquire, rehabilitate, and preserve the 142 units of affordable housing.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Payment for Services Provided by Elior, Inc. (DBA Trio Community Meals)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, to pay up to \$164,417 to Elior, Inc. (DBA Trio Community Meals), a corporation, for meal services for the County’s Senior Nutrition Program provided by the contractor in good faith during the period July 1, 2022 through September 30, 2022.

FISCAL IMPACT:

Approval of this payment will result in a one-time expenditure of up to \$164,417 and will be funded by 20% Older Americans Act Title III C, 28% American Rescue Plan Act, and 52% Meals on Wheels of Contra Costa funding.

BACKGROUND:

The Public Health Department has been contracting with Elior, Inc. (DBA Trio Community Meals) since July 1986 to provide meal services for the County’s Senior Nutrition Program. This contractor was selected to provide meals for the Senior Nutrition Program through a competitive bid process conducted by the County’s General Services Department (Purchasing). This contract meets the social needs of the County’s population as the contractor provides prepackaged, frozen meals, on 249 County-designated serving days, for elderly, disabled, and AIDS/HIV

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

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzvieli, M.D., 925-608-5267

By: , Deputy

BACKGROUND: (CONT'D)

diagnosed citizens of Contra Costa County.

On July 27, 2021, the Board of Supervisors approved Novation Contract #22-219-68 with Bateman Community Living, LLC (dba Trio Community Meals), in an amount of \$4,694,071 for the provision of meal services for the County's Senior Nutrition Program, for the period from July 1, 2021 through June 30, 2022, which included a three-month automatic extension through September 30, 2022, in an amount not to exceed \$1,018,592.

On July 9, 2021, the contractor amended their registration with the Secretary of State of California to reflect a name change from Bateman Community Living, LLC to a new name of Elixir, Inc. (dba Trio Community Meals, LLC).

On May 3, 2022, the Board of Supervisors approved Amendment Agreement #22-219-69 effective January 1, 2022, to modify the rate schedule with no change to the original payment limit of \$4,694,071, or term of July 1, 2021 through June 30, 2022 including a three-month automatic extension through September 30, 2023, in an amount not to exceed \$1,018,592.

In September of 2022, it came to the attention of the Division that invoices from the contractor exceeded the contract payment limit by \$164,416.10. The contractor has not been paid in full for these services rendered in excess of the July 1, 2022 through September 30, 2022 contract's payment limit.

The contractor is entitled to payment for the reasonable value of its services under the equitable relief theory of quantum meruit. That theory provides that where a contractor has been asked to provide services without a valid contract, and the contractor does so to the benefit of the County, the contractor is entitled to recover the reasonable value of those services. The contractor has provided services at the request of the County after the amended contract payment limit had been reached. Since the Department cannot pay the contractor for services rendered that exceed the contract payment limits, it is requesting that the Board authorize the Auditor-Controller to issue a one-time payment in an amount not to exceed \$164,417 to Elixir, Inc. (DBA Trio Community Meals). The department will ensure contract demands are submitted timely going forward.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, the contractor will not be paid for services requested by County staff and provided in good faith by the contractor.

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: February 28, 2023

Subject: Accept Marathon Petroleum Corporation Donation for Bay Point Bike and Safety Rodeo

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to accept a donation in the amount of \$10,000 from Marathon Petroleum Corporation to support the Bay Point Bike and Safety Rodeos hosted by the Office of the Sheriff.

FISCAL IMPACT:

\$10,000 in restricted donation revenue.

BACKGROUND:

Each year the Office of the Sheriff receives donations from individuals and various community organizations to help fund programs throughout the Sheriff's Office. The amount of \$10,000 was donated by Marathon Petroleum Corporation to support the local Bay Point Bike and Safety Rodeos.

For the last several years, the Contra Costa County Office of the Sheriff has hosted bike and safety rodeos to teach local youths of the Bay Point area about bike, pedestrian and railroad crossing safety. Per Administrative bulletin 117.7, Gifts and Bequests to the County, "receipt of each gift or bequest having a value of \$10,000 or more requires acceptance or rejection by the Board of Supervisors."

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: Heike Anderson, (925) 655-0023

By: , Deputy

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to receive the donation revenue.

CHILDREN'S IMPACT STATEMENT:

The Office of the Sheriff will not be able to support the local Bay Point Bike and Safety Rodeos which could have a negative impact on Children's safety.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: February 28, 2023

Subject: Fiscal Year 2022–2023 Tax Administration Report for Community Facilities District No. 2007-1. Project No. 7484-6W7249

RECOMMENDATION(S):

ACCEPT the Fiscal Year 2022–2023 Community Facilities District (CFD) Tax Administration Report on County of Contra Costa CFD No. 2007-1 regarding Stormwater Management Facilities, as required by Sections 50075.3 and 53411 of the California Government Code, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

This report relates to special taxes approved by voters and payment for authorized services by said special taxes. CFD No. 2007-1 funds its own administration, including preparation of Annual CFD Tax Administration Reports.

BACKGROUND:

On August 14, 2007, the Contra Costa County (County) Board of Supervisors established CFD No. 2007-1. In a landowner election held the same day, the sole owner of property within the CFD voted to authorize the levy of a Mello-Roos special tax on property within CFD No. 2007-1. At CFD formation, the CFD boundary included two parcels in the Bay Point area of the County. The future potential annexation area of CFD No. 2007-1 includes all parcels in the unincorporated area of the County that will be developed or redeveloped. In Fiscal Year 2020-2021, seven additional development projects had completed annexation into CFD No. 2007-1 for a total of 45 projects that are

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: John Steere, (925) 313-2281

By: , Deputy

BACKGROUND: (CONT'D)

now a part of this CFD. It is anticipated that subsequent development projects within the unincorporated areas of the County will continue to annex into CFD No. 2007-1.

The purpose of the CFD is to generate special tax revenue to fund specified Stormwater Management Facilities services provided by the County to the property owners within CFD 2007-1. The County began to provide authorized CFD services during Fiscal Year 2009-2010.

California Government Code Sections 50075.3 and 53411 require that specified information be provided to the Board of Supervisors on an annual basis. The reporting requirements include information on Mello-Roos CFD Special Taxes collected and the status of any project required or authorized to be funded by the special taxes. The attached CFD Tax Administration Report fulfills the requirement of the Government Code. Information provided in the CFD Tax Administration Report in compliance with regulatory reporting requirements is summarized below:

Section 50075.3

Item (a): Identify amount of special taxes that have been collected and expended.

Response to Item (a): The fiscal year 2022–2023 special tax levy was \$77,474 received from 164 taxed parcels. The total levy has been used to pay Authorized Tier 1 Services, as well as administrative costs for the CFD.

Item (b): Identify the status of any project required or authorized to be funded by the special taxes.

Response to Item (b): The services authorized to be funded from special taxes include stormwater facilities management services that are further described in Section VI of the CFD Tax Administration Report. These services are ongoing.

Section 53411

Item (a): Identify the amount of bonds that have been collected and expended.

Item (b): Identify the status of any projects required or authorized to be funded from bond proceeds.

Response to Items (a) and (b): Section 53411 is not applicable to CFD No. 2007-1, which did not authorize the sale of any bonds or any projects to be funded from bond proceeds.

CONSEQUENCE OF NEGATIVE ACTION:

The County may be out of compliance with California Government Code Sections 50075.3 and 53411.

ATTACHMENTS

2022-23 CFD Tax Administration Report



GOODWIN CONSULTING GROUP

**COUNTY OF CONTRA COSTA
COMMUNITY FACILITIES DISTRICT NO. 2007-1
(STORMWATER MANAGEMENT FACILITIES)**

**CFD TAX ADMINISTRATION REPORT
FISCAL YEAR 2022-23**

September 15, 2022

Community Facilities District No. 2007-1
CFD Tax Administration Report

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EXECUTIVE SUMMARY

The following summary provides a brief overview of the main points from this report regarding the County of Contra Costa Community Facilities District No. 2007-1 (Stormwater Management Facilities) (“CFD No. 2007-1” or the “CFD”):

Fiscal Year 2022-23 Special Tax Levy

Number of Taxed Parcels	Total Special Tax Levy
164	\$77,474

For further detail regarding the special tax levy, or special tax rates, please refer to Section IV of this report.

Development Status for Fiscal Year 2022-23

Type of Property	Parcels
Agricultural Property	1 parcel
Single Family Property	127 parcels
Multi-Family Property	62 parcels
Other Property	21 parcels

For more information regarding the status of development in CFD No. 2007-1, please see Section V of this report.

I. INTRODUCTION

Community Facilities District No. 2007-1

On August 14, 2007, the County of Contra Costa (the “County”) Board of Supervisors established CFD No. 2007-1. In a landowner election held on the same day, the sole owner of property within the CFD voted to authorize the levy of a Mello-Roos special tax on property within CFD No. 2007-1. Special tax revenue will fund stormwater management facilities services for the property owners of CFD No. 2007-1 as well as for property owners of territories to be annexed to the CFD in the future.

At CFD formation, the CFD boundary included only two parcels located in the north-central part of the County. The future annexation area of CFD No. 2007-1 includes all parcels in the unincorporated portion of the County. It is anticipated that new development in the unincorporated areas of the County will annex into CFD No. 2007-1.

The Mello-Roos Community Facilities Act of 1982

The California State Legislature (the “Legislature”) approved the Mello-Roos Community Facilities Act of 1982 that provides for the levy of a special tax within a defined geographic area (i.e., a community facilities district), if such a levy is approved by two-thirds of the qualified electors in the area. Community facilities districts can generate funding for a broad range of facilities and eligible services. These services include police protection services, fire protection and suppression services, library services, recreation program services, maintenance of parks, parkways and open space, flood and storm protection services, and road maintenance and street lighting services. Special taxes can be allocated to property in any reasonable manner other than on an ad valorem basis.

II. PURPOSE OF REPORT

This CFD Tax Administration Report (the “Report”) presents findings from research and financial analysis performed by Goodwin Consulting Group, Inc. to determine the fiscal year 2022-23 special tax levy for CFD No. 2007-1. The Report is intended to provide information to interested parties regarding the current financial obligations of the CFD and special taxes levied in fiscal year 2022-23.

The remainder of the Report is organized as follows:

- **Section III** identifies the financial obligations of the CFD for fiscal year 2022-23.
- **Section IV** provides a summary of the special tax categories and the methodology that is used to apportion the special tax among parcels in the CFD.
- **Section V** provides an update of the development activity occurring within the CFD, including new building permit activity.
- **Section VI** provides information on state reporting requirements.

III. SPECIAL TAX REQUIREMENT

Pursuant to the Rate and Method of Apportionment of Special Tax (the “RMA”), which was adopted as an exhibit to the Resolution of Formation of CFD No. 2007-1, special taxes will be levied to pay for the Tier 1 Special Tax Requirement and Tier 2 Special Tax Requirement. The Tier 1 Special Tax Requirement means the amount for each separate Tax Zone in CFD No. 2007-1 necessary in each fiscal year to (i) pay for Authorized Tier 1 Services, (ii) pay administrative expenses, (iii) cure any delinquencies in the payment of Tier 1 special taxes levied in prior fiscal years or (based on delinquencies in the payment of Tier 1 special taxes which have already taken place) are expected to occur in the current fiscal year, and (iv) to create or replenish reserve funds. The Tier 2 Special Tax Requirement means the amount for any permanent stormwater management facility (“PSWMF”) Service Area within a Tax Zone in CFD No. 2007-1 necessary in each fiscal year to (i) pay for Authorized Tier 2 Services, (ii) pay administrative expenses that have not been included in the Tier 1 Special Tax Requirement, (iii) cure any delinquencies in the payment of Tier 2 special taxes levied in prior fiscal years or (based on delinquencies in the payment of Tier 2 special taxes which have already taken place) are expected to occur in the current fiscal year, and (iv) to create or replenish reserve funds.

For fiscal year 2022-23, the Tier 2 Special Tax Requirement is \$0. The fiscal year 2022-23 Tier 1 Special Tax Requirement for Tax Zone 1 is \$77,474, as shown in the table below.

**Community Facilities District No. 2007-1
Tier 1 Special Tax Requirement for Fiscal Year 2022-23
Tax Zone 1**

Authorized Tier 1 Services /1	\$70,431
Reserve Fund	\$7,043
Fiscal Year 2022-23 Tier 1 Special Tax Requirement /2	\$77,474

/1 Includes costs associated with the administration of the CFD.

/2 Total may not sum due to rounding.

IV. SPECIAL TAX LEVY

Special Tax Categories

Special taxes within CFD No. 2007-1 are levied pursuant to the methodology set forth in the RMA. The RMA establishes various special tax categories against which the special tax can be levied, the maximum special tax rates, and the methodology by which the special tax is applied. Each Fiscal Year, the Administrator shall identify the current Assessor's Parcel numbers for all Parcels of Developed Property within CFD No. 2007-1 and shall determine within which Tax Zone each Assessor's Parcel is located. Upon each annexation of property into CFD No. 2007-1, the Administrator shall update Attachment 2 of this RMA to include each new Parcel that is annexed into an existing Tax Zone or, if a new Tax Zone is created, each new Tax Zone and the Assessor's Parcel(s) included in the Tax Zone. If a new Tax Zone is created, the Administrator shall update Attachment 1 of this RMA to include the Maximum Special Taxes for that Tax Zone. The Administrator shall also determine: (i) whether each Assessor's Parcel of Developed Property is Agricultural Property, Single Family Property, Multi-Family Property, or Other Property, (ii) for Parcels of Agricultural Property and Single Family Property, the Parcel Square Footage of each Parcel, (ii) for Parcels of Multi-Family Property, the number of Units, the total square footage of each Parcel, and the Unit Square Footage of each Unit, and (iii) for Other Property, the Impervious Square Footage of each Parcel. For Multi-Family Property, the number of Units shall be determined by referencing the development plan for the property or other County development records. Finally, the Administrator shall also determine the Tier 1 Special Tax Requirement for each Tax Zone. (*Capitalized terms are defined in the RMA in Appendix C of this Report.*)

Maximum Special Tax Rates

Each Tax Zone has its own set of maximum special tax rates applicable to each category of property in CFD No. 2007-1. As of the date of this Report, there is only one Tax Zone in the CFD. The maximum special tax rates applicable to each category of property in CFD No. 2007-1 are set forth in Section C of the RMA. The table in appendix A identifies the fiscal year 2022-23 maximum special tax rates and actual special tax rates for taxable property in CFD No. 2007-1.

Apportionment of Special Taxes

The amount of special tax levied on each parcel in the CFD each fiscal year will be determined by application of Section D of the RMA. Pursuant to this section, the Tier 1 Special Tax Requirement will be allocated as follows:

For each Tax Zone, the Tier 1 special tax will be levied until the amount of the levy equals the Tier 1 Special Tax Requirement. The first step requires the Tier 1 special taxes to be levied proportionately on each parcel of Developed Property that is not Taxable Public Property up to 100% of Maximum Tier 1 Special Tax for that Tax Zone, until the amount levied is equal to the Tier 1 Special Tax Requirement for the Tax Zone. If additional revenue is needed after the first step is completed, then the Tier 1 special tax will be levied proportionately on each parcel of Taxable Public Property up to 100% of the Maximum Tier 1 Special Tax that had applied to the parcel prior to the parcel becoming Taxable Public Property, until the amount levied is equal to the Tier 1 Special Tax Requirement for the Tax Zone. The Tier 1 special tax shall be collected in the same manner and at the same time as ordinary ad valorem taxes, provided, however, that the County may bill directly, collect at a different time or in a different manner.

Also pursuant to Section D of the RMA, the Tier 2 Special Tax Requirement shall be allocated as follows:

For each PSWMF Service Area in a Tax Zone, the Tier 2 special tax, if applicable, will be levied until the amount of the levy equals the Tier 2 Special Tax Requirement. The first step requires the Tier 2 special taxes to be levied proportionately on each parcel of Developed Property that is not Taxable Public Property up to 100% of Maximum Tier 2 Special Tax for that Tax Zone, until the amount levied is equal to the Tier 2 Special Tax Requirement for the PSWMF Service Area. If additional revenue is needed after the first step is completed, then the Tier 2 special tax will be levied proportionately on each parcel of Taxable Public Property up to 100% of the Maximum Tier 2 Special Tax that had applied to the parcel prior to the parcel becoming Taxable Public Property, until the amount levied is equal to the Tier 2 Special Tax Requirement for the PSWMF Service Area. The Tier 2 special tax shall be billed directly to the property owner(s) within a PSWMF Service Area on an as needed basis.

The special tax roll, which identifies the special tax to be levied against each parcel in the CFD in fiscal year 2022-23, is provided in Appendix B.

V. DEVELOPMENT STATUS

As of May 31, 2022, 164 building permits have been issued within CFD No. 2007-1. Based on the current status of development in CFD No. 2007-1, the following table summarizes the allocation of parcels to special tax categories defined in the RMA:

**Community Facilities District No. 2007-1
Allocation to Special Tax Categories
Fiscal Year 2022-23**

Type of Property	Number of Parcels
Agricultural Property	1
Single Family Property	127
Multi-Family Property	62
Other Property	21

VI. STATE REPORTING REQUIREMENTS

Assembly Bill No. 1666

On July 25, 2016, Governor Jerry Brown signed Assembly Bill No. 1666, adding Section 53343.2 to the California Government Code (“GC”). The bill enhances the transparency of community facilities districts by requiring that certain reports be accessible on a local agency’s web site. Pursuant to Section 53343.2, a local agency that has a web site shall, within seven months after the last day of each fiscal year of the district, display prominently on its web site the following information:

Item (a): A copy of an annual report, if requested, pursuant to GC Section 53343.1. The report required by Section 53343.1 includes CFD budgetary information for the prior fiscal year and is only prepared by a community facilities district at the request of a person who resides in or owns property in the community facilities district. If the annual report has not been requested to be prepared, then a posting to the web site would not be necessary.

Item (b): A copy of the report provided to the California Debt and Investment Advisory Commission (“CDIAC”) pursuant to GC Section 53359.5. Under Section 53359.5, local agencies must provide CDIAC with the following: (i) notice of proposed sale of bonds; (ii) annual reports on the fiscal status of bonded districts; and (iii) notice of any failure to pay debt service on bonds, or of any draw on a reserve fund to pay debt service on bonds.

Item (c): A copy of the report provided to the State Controller’s Office pursuant to GC Section 12463.2. This section refers to the parcel tax portion of a local agency’s Financial Transactions Report that is prepared for the State Controller’s Office annually. Note that school districts are not subject to the reporting required by GC Section 12463.2.

Assembly Bill No. 1483

On October 9, 2019, Governor Gavin Newsom signed Assembly Bill No. 1483, adding Section 65940.1 to the California Government Code. The law requires that a city, county, or special district that has an internet website, maintain on its website a current schedule of fees, exactions, and affordability requirements imposed by the public agency on all housing development projects. Pursuant to Section 65940.1, the definition of an exaction includes a special tax levied pursuant to the Mello-Roos Community Facilities Act.

Assembly Bill No. 1483 defines a housing development project as consisting of (a) residential units only; or (b) mixed-use developments consisting of residential and non-residential land uses with at least two-thirds of the square footage designated for residential use; or (c) transitional housing or supportive housing. Assembly Bill No. 1483 also requires a city, county, or special district to update this information on their website within 30 days of any changes made to the information.

Senate Bill No. 165

On September 18, 2000, former Governor Gray Davis signed Senate Bill 165 which enacted the Local Agency Special Tax and Bond Accountability Act. In approving the bill, the Legislature declared that local agencies need to demonstrate to the voters that special taxes and bond proceeds are being spent on the facilities and services for which they were intended. To further this objective, the Legislature added Sections 50075.3 and 53411 to the California Government Code setting forth annual reporting requirements relative to special taxes collected and bonds issued by a local public agency. Pursuant to the Sections 50075.3 and 53411, the “chief fiscal officer” of the public agency will, by January 1, 2002, and at least once a year thereafter, file a report with the City setting forth (i) the amount of special taxes that have been collected and expended; (ii) the status of any project required or authorized to be funded by the special taxes; (iii) if bonds have been issued, the amount of bonds that have been collected and expended; and (iv) if bonds have been issued, the status of any project required or authorized to be funded from bond proceeds.

APPENDIX A

Summary of Fiscal Year 2022-23 Special Tax Levy

**County of Contra Costa
Community Facilities District No. 2007-1
(Stormwater Management Facilities)
Special Tax Levy Summary for FY 2022-23**

Tax Zone 1

Type of Property	FY 2022-23 Maximum Special Taxes				FY 2022-23 Actual Special Taxes				Parcels/ Units	Impervious Sq. Ft.	FY 2022-23 Total Special Tax
	Tier 1	Tier 2	Incremental Tier 1	Incremental Tier 2	Tier 1	Tier 2	Incremental Tier 1	Incremental Tier 2			
Agricultural Property	<i>(per parcel)</i>				<i>(per parcel)</i>				1 parcels	n/a	\$365.62
	\$922.02	\$15,327.42	n/a	n/a	\$365.62	\$0.00	n/a	n/a			
Single Family Property	<i>(per parcel)</i>				<i>(per parcel)</i>						
Less than 5,000 Parcel Sq.Ft.	\$571.80	\$9,505.56	n/a	n/a	\$226.74	\$0.00	n/a	n/a	51 parcels	n/a	\$11,563.74
5,000 to 5,999 Parcel Sq.Ft.	\$581.46	\$9,666.12	n/a	n/a	\$230.58	\$0.00	n/a	n/a	11 parcels	n/a	\$2,536.38
6,000 to 6,999 Parcel Sq.Ft.	\$591.94	\$9,840.34	n/a	n/a	\$234.74	\$0.00	n/a	n/a	5 parcels	n/a	\$1,173.70
7,000 to 7,999 Parcel Sq.Ft.	\$601.64	\$10,001.82	n/a	n/a	\$238.58	\$0.00	n/a	n/a	5 parcels	n/a	\$1,192.90
8,000 to 9,999 Parcel Sq.Ft.	\$615.38	\$10,229.86	n/a	n/a	\$244.02	\$0.00	n/a	n/a	4 parcels	n/a	\$976.08
10,000 to 13,999 Parcel Sq.Ft.	\$644.40	\$10,712.44	n/a	n/a	\$255.54	\$0.00	n/a	n/a	4 parcels	n/a	\$1,022.16
14,000 to 19,999 Parcel Sq.Ft.	\$691.20	\$11,490.56	n/a	n/a	\$274.10	\$0.00	n/a	n/a	11 parcels	n/a	\$3,015.10
20,000 to 29,999 Parcel Sq.Ft.	\$761.40	\$12,657.30	n/a	n/a	\$301.94	\$0.00	n/a	n/a	15 parcels	n/a	\$4,529.10
30,000 to 39,999 Parcel Sq.Ft.	\$844.54	\$14,039.34	n/a	n/a	\$334.90	\$0.00	n/a	n/a	6 parcels	n/a	\$2,009.40
Greater than or Equal to 40,000 Parcel Sq.Ft.	\$922.02	\$15,327.42	n/a	n/a	\$365.62	\$0.00	n/a	n/a	7 parcels	n/a	\$2,559.34
Multi-Family Property	<i>(per unit)</i>				<i>(per unit)</i>						
Less than 2,500 Unit Sq.Ft.	\$437.36	\$7,270.58	n/a	n/a	\$173.44	\$0.00	n/a	n/a	62 units	n/a	\$10,753.08
2,500 to 2,999 Unit Sq.Ft.	\$441.02	\$7,331.70	n/a	n/a	\$174.88	\$0.00	n/a	n/a	0 units	n/a	\$0.00
3,000 to 3,999 Unit Sq.Ft.	\$456.40	\$7,587.14	n/a	n/a	\$180.98	\$0.00	n/a	n/a	0 units	n/a	\$0.00
4,000 to 4,999 Unit Sq.Ft.	\$475.78	\$7,909.16	n/a	n/a	\$188.68	\$0.00	n/a	n/a	0 units	n/a	\$0.00
5,000 to 5,999 Unit Sq.Ft.	\$495.90	\$8,243.94	n/a	n/a	\$196.64	\$0.00	n/a	n/a	0 units	n/a	\$0.00
6,000 to 6,999 Unit Sq.Ft.	\$516.10	\$8,579.64	n/a	n/a	\$204.66	\$0.00	n/a	n/a	0 units	n/a	\$0.00
7,000 to 7,999 Unit Sq.Ft.	\$535.48	\$8,901.66	n/a	n/a	\$212.34	\$0.00	n/a	n/a	0 units	n/a	\$0.00
Greater than or Equal to 8,000 Unit Sq.Ft.	\$545.18	\$9,063.12	n/a	n/a	\$216.20	\$0.00	n/a	n/a	0 units	n/a	\$0.00
Other Property	<i>(per parcel)</i>		<i>(per Impervious Square Foot)</i>		<i>(per parcel)</i>		<i>(per Impervious Square Foot)</i>		23 parcels	2,430,251	\$35,777.12
	\$449.43	\$9,152.03	\$0.03	\$0.20	\$178.22	\$0.00	\$0.01	\$0.00			
Total FY 2022-23 Special Tax Levy											\$77,473.72

APPENDIX B

*Fiscal Year 2022-23 Special Tax Levy
for Individual Assessor's Parcels*

**County of Contra Costa
Community Facilities District No. 2007-1
(Stormwater Management Facilities)
Special Tax Levy for Fiscal Year 2022-23**

Assessor's Parcel Number	Tax Zone	Development Status	Type of Property	Parcel Square Footage	Impervious Square Footage	FY 2022-23 Tier 1 Actual Special Tax	FY 2022-23 Tier 2 Actual Special Tax	FY 2022-23 Total Actual Special Tax
002-040-064-4	1	Undeveloped	Agricultural	N/A	12,000	\$0.00	\$0.00	\$0.00
020-190-083-4	1	Undeveloped	Single Family	241,758		\$0.00	\$0.00	\$0.00
020-190-084-2	1	Undeveloped	Single Family	855,083		\$0.00	\$0.00	\$0.00
095-060-026-2	1	Developed	Single Family	4,393		\$226.74	\$0.00	\$226.74
095-060-027-0	1	Developed	Single Family	3,740		\$226.74	\$0.00	\$226.74
095-060-028-8	1	Developed	Single Family	3,742		\$226.74	\$0.00	\$226.74
095-060-029-6	1	Developed	Single Family	4,393		\$226.74	\$0.00	\$226.74
095-060-030-4	1	Developed	Single Family	5,351		\$230.58	\$0.00	\$230.58
095-060-031-2	1	Developed	Single Family	3,157		\$226.74	\$0.00	\$226.74
095-060-032-0	1	Developed	Single Family	3,162		\$226.74	\$0.00	\$226.74
095-060-033-8	1	Developed	Single Family	3,454		\$226.74	\$0.00	\$226.74
095-060-034-6	1	Developed	Single Family	4,426		\$226.74	\$0.00	\$226.74
096-031-022-5	1	Developed	Other	N/A	53,431	\$870.78	\$0.00	\$870.78
098-240-064-0	1	Undeveloped	Multi-Family	331,492		\$0.00	\$0.00	\$0.00
098-590-001-8	1	Developed	Single Family	4,650		\$226.74	\$0.00	\$226.74
098-590-002-6	1	Developed	Single Family	4,743		\$226.74	\$0.00	\$226.74
098-590-003-4	1	Developed	Single Family	4,646		\$226.74	\$0.00	\$226.74
098-590-004-2	1	Developed	Single Family	4,646		\$226.74	\$0.00	\$226.74
098-590-005-9	1	Developed	Single Family	5,361		\$230.58	\$0.00	\$230.58
098-590-006-7	1	Developed	Single Family	4,923		\$226.74	\$0.00	\$226.74
098-590-007-5	1	Developed	Single Family	4,608		\$226.74	\$0.00	\$226.74
098-590-008-3	1	Developed	Single Family	4,608		\$226.74	\$0.00	\$226.74
098-590-009-1	1	Developed	Single Family	4,608		\$226.74	\$0.00	\$226.74
098-590-010-9	1	Developed	Single Family	6,515		\$234.74	\$0.00	\$234.74
098-590-011-7	1	Developed	Single Family	5,930		\$230.58	\$0.00	\$230.58
098-590-012-5	1	Developed	Single Family	5,335		\$230.58	\$0.00	\$230.58
098-590-013-3	1	Developed	Single Family	5,115		\$230.58	\$0.00	\$230.58
098-590-014-1	1	Developed	Single Family	4,603		\$226.74	\$0.00	\$226.74
098-590-015-8	1	Developed	Single Family	4,604		\$226.74	\$0.00	\$226.74
098-590-016-6	1	Developed	Single Family	4,987		\$226.74	\$0.00	\$226.74
098-590-017-4	1	Developed	Single Family	4,884		\$226.74	\$0.00	\$226.74
098-590-018-2	1	Developed	Single Family	4,632		\$226.74	\$0.00	\$226.74
098-590-019-0	1	Developed	Single Family	4,632		\$226.74	\$0.00	\$226.74
098-590-020-8	1	Developed	Single Family	4,939		\$226.74	\$0.00	\$226.74
098-590-021-6	1	Developed	Single Family	4,601		\$226.74	\$0.00	\$226.74
098-590-022-4	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-023-2	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-024-0	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-025-7	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-026-5	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-027-3	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-028-1	1	Developed	Single Family	4,600		\$226.74	\$0.00	\$226.74
098-590-029-9	1	Developed	Single Family	4,603		\$226.74	\$0.00	\$226.74
098-590-030-7	1	Developed	Single Family	4,674		\$226.74	\$0.00	\$226.74
098-590-031-5	1	Developed	Single Family	4,612		\$226.74	\$0.00	\$226.74
098-590-032-3	1	Developed	Single Family	4,612		\$226.74	\$0.00	\$226.74
098-590-033-1	1	Developed	Single Family	4,612		\$226.74	\$0.00	\$226.74
098-590-034-9	1	Developed	Single Family	4,609		\$226.74	\$0.00	\$226.74
098-590-035-6	1	Developed	Single Family	4,604		\$226.74	\$0.00	\$226.74
098-590-036-4	1	Developed	Single Family	4,821		\$226.74	\$0.00	\$226.74
098-590-037-2	1	Developed	Single Family	4,821		\$226.74	\$0.00	\$226.74
098-590-038-0	1	Developed	Single Family	4,821		\$226.74	\$0.00	\$226.74
098-590-039-8	1	Developed	Single Family	5,603		\$230.58	\$0.00	\$230.58
098-590-040-6	1	Developed	Single Family	5,801		\$230.58	\$0.00	\$230.58
098-590-041-4	1	Developed	Single Family	5,631		\$230.58	\$0.00	\$230.58
098-590-042-2	1	Developed	Single Family	6,372		\$234.74	\$0.00	\$234.74
098-590-043-0	1	Developed	Single Family	4,636		\$226.74	\$0.00	\$226.74
098-590-044-8	1	Developed	Single Family	4,839		\$226.74	\$0.00	\$226.74
098-590-045-5	1	Developed	Single Family	5,936		\$230.58	\$0.00	\$230.58
098-590-046-3	1	Developed	Single Family	8,349		\$244.02	\$0.00	\$244.02
098-590-047-1	1	Developed	Single Family	4,646		\$226.74	\$0.00	\$226.74
098-590-048-9	1	Developed	Single Family	4,646		\$226.74	\$0.00	\$226.74
098-590-049-7	1	Developed	Single Family	4,743		\$226.74	\$0.00	\$226.74
098-590-050-5	1	Developed	Single Family	4,650		\$226.74	\$0.00	\$226.74
099-210-023-0	1	Developed	Other	N/A	19,026	\$424.82	\$0.00	\$424.82
116-063-026-3	1	Exempt	Single Family	27,617		\$0.00	\$0.00	\$0.00
116-063-027-1	1	Exempt	Single Family	15,595		\$0.00	\$0.00	\$0.00
116-063-028-9	1	Exempt	Single Family	19,689		\$0.00	\$0.00	\$0.00
116-063-029-7	1	Exempt	Single Family	21,432		\$0.00	\$0.00	\$0.00
116-063-030-5	1	Exempt	Single Family	23,740		\$0.00	\$0.00	\$0.00
116-063-031-3	1	Exempt	Single Family	18,295		\$0.00	\$0.00	\$0.00
116-063-032-1	1	Exempt	Single Family	27,704		\$0.00	\$0.00	\$0.00
116-100-051-6	1	Exempt	Single Family	14,985		\$0.00	\$0.00	\$0.00
116-100-052-4	1	Exempt	Single Family	21,649		\$0.00	\$0.00	\$0.00
116-100-053-2	1	Exempt	Single Family	24,611		\$0.00	\$0.00	\$0.00
116-100-054-0	1	Exempt	Single Family	17,947		\$0.00	\$0.00	\$0.00
116-100-055-7	1	Exempt	Single Family	18,034		\$0.00	\$0.00	\$0.00
116-100-056-5	1	Exempt	Single Family	16,553		\$0.00	\$0.00	\$0.00
116-100-057-3	1	Exempt	Single Family	17,380		\$0.00	\$0.00	\$0.00
116-100-058-1	1	Exempt	Single Family	31,537		\$0.00	\$0.00	\$0.00
117-040-123-4	1	Developed	Single Family	19,558		\$274.10	\$0.00	\$274.10
117-040-124-2	1	Developed	Single Family	19,471		\$274.10	\$0.00	\$274.10

County of Contra Costa
Community Facilities District No. 2007-1
(Stormwater Management Facilities)
Special Tax Levy for Fiscal Year 2022-23

Assessor's Parcel Number	Tax Zone	Development Status	Type of Property	Parcel Square Footage	Impervious Square Footage	FY 2022-23 Tier 1 Actual Special Tax	FY 2022-23 Tier 2 Actual Special Tax	FY 2022-23 Total Actual Special Tax
117-040-125-9	1	Developed	Single Family	18,252		\$274.10	\$0.00	\$274.10
117-040-126-7	1	Developed	Single Family	20,081		\$301.94	\$0.00	\$301.94
117-040-127-5	1	Developed	Single Family	19,950		\$274.10	\$0.00	\$274.10
117-040-128-3	1	Developed	Single Family	18,295		\$274.10	\$0.00	\$274.10
117-040-129-1	1	Developed	Single Family	19,471		\$274.10	\$0.00	\$274.10
117-040-130-9	1	Developed	Single Family	19,602		\$274.10	\$0.00	\$274.10
125-120-118-0	1	Undeveloped	Single Family	1,836		\$0.00	\$0.00	\$0.00 /1
125-120-119-8	1	Developed	Multi-Family	1,349		\$173.44	\$0.00	\$173.44
125-120-120-6	1	Developed	Multi-Family	1,355		\$173.44	\$0.00	\$173.44
125-120-121-4	1	Developed	Multi-Family	1,442		\$173.44	\$0.00	\$173.44
125-120-122-2	1	Developed	Multi-Family	1,413		\$173.44	\$0.00	\$173.44
125-120-123-0	1	Developed	Multi-Family	1,385		\$173.44	\$0.00	\$173.44
125-120-124-8	1	Developed	Multi-Family	1,412		\$173.44	\$0.00	\$173.44
125-120-125-5	1	Undeveloped	Single Family	1,631		\$0.00	\$0.00	\$0.00
138-120-019-3	1	Developed	Other	N/A	14,116	\$361.18	\$0.00	\$361.18
140-220-019-8	1	Developed	Single Family	39,988		\$334.90	\$0.00	\$334.90
140-220-020-6	1	Developed	Single Family	39,988		\$334.90	\$0.00	\$334.90
140-220-021-4	1	Undeveloped	Single Family	110,512		\$0.00	\$0.00	\$0.00
148-480-014-7	1	Developed	Other	N/A	125,987	\$1,811.20	\$0.00	\$1,811.20
159-040-094-9	1	Developed	Other	N/A	27,925	\$540.18	\$0.00	\$540.18
166-010-029-6	1	Developed	Other	N/A	110,637	\$1,612.24	\$0.00	\$1,612.24
166-010-042-9	1	Developed	Single Family	18,330		\$274.10	\$0.00	\$274.10
166-010-043-7	1	Developed	Single Family	14,280		\$274.10	\$0.00	\$274.10
166-010-044-5	1	Undeveloped	Single Family	22,825		\$0.00	\$0.00	\$0.00
166-010-045-2	1	Developed	Single Family	37,000		\$334.90	\$0.00	\$334.90
166-010-046-0	1	Undeveloped	Single Family	30,400		\$0.00	\$0.00	\$0.00
166-010-047-8	1	Developed	Single Family	50,200		\$365.62	\$0.00	\$365.62
166-010-048-6	1	Developed	Single Family	24,700		\$301.94	\$0.00	\$301.94
166-010-049-4	1	Developed	Single Family	22,170		\$301.94	\$0.00	\$301.94
166-010-050-2	1	Developed	Single Family	39,200		\$334.90	\$0.00	\$334.90
166-210-021-1	1	Undeveloped	Single Family	25,570		\$0.00	\$0.00	\$0.00
166-210-022-9	1	Undeveloped	Single Family	38,681		\$0.00	\$0.00	\$0.00
166-210-023-7	1	Undeveloped	Single Family	69,696		\$0.00	\$0.00	\$0.00
166-210-024-5	1	Undeveloped	Single Family	38,376		\$0.00	\$0.00	\$0.00
166-210-025-2	1	Undeveloped	Single Family	28,662		\$0.00	\$0.00	\$0.00
166-210-026-0	1	Undeveloped	Single Family	62,291		\$0.00	\$0.00	\$0.00
166-240-037-1	1	Undeveloped	Single Family	27,094		\$0.00	\$0.00	\$0.00
166-240-038-9	1	Undeveloped	Single Family	28,706		\$0.00	\$0.00	\$0.00
166-240-039-7	1	Undeveloped	Single Family	45,520		\$0.00	\$0.00	\$0.00
166-240-040-5	1	Undeveloped	Single Family	35,937		\$0.00	\$0.00	\$0.00
167-360-002-7	1	Developed	Other	N/A	56,250	\$907.30	\$0.00	\$907.30
167-360-004-3	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
169-150-012-6	1	Undeveloped	Single Family	55,539		\$0.00	\$0.00	\$0.00
169-150-013-4	1	Undeveloped	Single Family	43,821		\$0.00	\$0.00	\$0.00
169-150-014-2	1	Undeveloped	Single Family	266,849		\$0.00	\$0.00	\$0.00
169-150-015-9	1	Undeveloped	Single Family	57,238		\$0.00	\$0.00	\$0.00
169-150-016-7	1	Undeveloped	Single Family	41,905		\$0.00	\$0.00	\$0.00
177-140-055-1	1	Developed	Other	N/A	40,010	\$696.82	\$0.00	\$696.82
180-131-036-6	1	Developed	Single Family	18,519		\$274.10	\$0.00	\$274.10
180-131-037-4	1	Developed	Single Family	17,503		\$274.10	\$0.00	\$274.10 /2
184-100-034-0	1	Developed	Single Family	6,217		\$234.74	\$0.00	\$234.74
184-100-035-7	1	Developed	Single Family	4,343		\$226.74	\$0.00	\$226.74
184-100-036-5	1	Developed	Single Family	6,971		\$234.74	\$0.00	\$234.74
184-100-037-3	1	Developed	Single Family	9,129		\$244.02	\$0.00	\$244.02
184-100-038-1	1	Developed	Single Family	7,349		\$238.58	\$0.00	\$238.58
184-100-039-9	1	Developed	Single Family	13,573		\$255.54	\$0.00	\$255.54
184-100-040-7	1	Developed	Single Family	13,993		\$255.54	\$0.00	\$255.54
184-100-041-5	1	Developed	Single Family	11,496		\$255.54	\$0.00	\$255.54
184-100-042-3	1	Developed	Single Family	7,187		\$238.58	\$0.00	\$238.58
184-100-043-1	1	Developed	Single Family	7,864		\$238.58	\$0.00	\$238.58
184-100-044-9	1	Developed	Single Family	6,787		\$234.74	\$0.00	\$234.74
184-100-045-6	1	Developed	Single Family	8,090		\$244.02	\$0.00	\$244.02
184-100-046-4	1	Developed	Single Family	8,061		\$244.02	\$0.00	\$244.02
184-100-047-2	1	Developed	Single Family	7,514		\$238.58	\$0.00	\$238.58
184-100-048-0	1	Developed	Single Family	5,083		\$230.58	\$0.00	\$230.58
184-100-049-8	1	Developed	Single Family	7,578		\$238.58	\$0.00	\$238.58
184-450-038-7	1	Developed	Other	N/A	28,533	\$548.06	\$0.00	\$548.06
184-590-001-6	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-002-4	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-003-2	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-004-0	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-005-7	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-006-5	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-007-3	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-008-1	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-009-9	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-010-7	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-011-5	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-012-3	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-013-1	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
184-590-014-9	1	Developed	Multi-Family	1,557		\$173.44	\$0.00	\$173.44
187-180-031-2	1	Developed	Single Family	29,403		\$301.94	\$0.00	\$301.94

**County of Contra Costa
Community Facilities District No. 2007-1
(Stormwater Management Facilities)
Special Tax Levy for Fiscal Year 2022-23**

Assessor's Parcel Number	Tax Zone	Development Status	Type of Property	Parcel Square Footage	Impervious Square Footage	FY 2022-23 Tier 1 Actual Special Tax	FY 2022-23 Tier 2 Actual Special Tax	FY 2022-23 Total Actual Special Tax
187-180-032-0	1	Developed	Single Family	20,560		\$301.94	\$0.00	\$301.94
187-231-034-5	1	Developed	Single Family	24,350		\$301.94	\$0.00	\$301.94
187-231-035-2	1	Developed	Single Family	20,909		\$301.94	\$0.00	\$301.94
188-232-042-5	1	Developed	Single Family	31,145		\$334.90	\$0.00	\$334.90
188-232-043-3	1	Developed	Single Family	22,303		\$301.94	\$0.00	\$301.94
188-232-044-1	1	Developed	Single Family	33,411		\$334.90	\$0.00	\$334.90
192-240-024-5	1	Developed	Single Family	41,469		\$365.62	\$0.00	\$365.62
192-240-025-2	1	Undeveloped	Single Family	66,342		\$0.00	\$0.00	\$0.00
193-111-022-3	1	Developed	Single Family	27,007		\$301.94	\$0.00	\$301.94
193-111-023-1	1	Undeveloped	Single Family	29,316		\$0.00	\$0.00	\$0.00
193-210-029-8	1	Developed	Single Family	20,691		\$301.94	\$0.00	\$301.94
193-210-030-6	1	Developed	Single Family	21,911		\$301.94	\$0.00	\$301.94
193-210-033-0	1	Undeveloped	Single Family	25,700		\$0.00	\$0.00	\$0.00
193-210-034-8	1	Developed	Single Family	28,837		\$301.94	\$0.00	\$301.94
195-351-044-1	1	Developed	Single Family	41,251		\$365.62	\$0.00	\$365.62
195-351-045-8	1	Developed	Single Family	56,149		\$365.62	\$0.00	\$365.62
197-090-003-9	1	Developed	Other	N/A	18,215	\$414.32	\$0.00	\$414.32
198-081-021-0	1	Developed	Single Family	21,780		\$301.94	\$0.00	\$301.94
198-081-022-8	1	Developed	Single Family	21,780		\$301.94	\$0.00	\$301.94
198-100-005-0	1	Developed	Single Family	40,075		\$365.62	\$0.00	\$365.62
198-100-013-4	1	Developed	Single Family	20,125		\$301.94	\$0.00	\$301.94
198-100-014-2	1	Undeveloped	Single Family	62,901		\$0.00	\$0.00	\$0.00
198-100-015-9	1	Developed	Single Family	78,844		\$365.62	\$0.00	\$365.62
198-100-016-7	1	Developed	Single Family	41,382		\$365.62	\$0.00	\$365.62
201-010-007-7	1	Undeveloped	Single Family	162,914		\$0.00	\$0.00	\$0.00
203-150-002-4	1	Developed	Other	N/A	43,705	\$744.70	\$0.00	\$744.70
203-770-005-7	1	Developed	Other	N/A	12,650	\$342.18	\$0.00	\$342.18
223-042-007-3	1	Developed	Agricultural	N/A		\$365.62	\$0.00	\$365.62
357-140-054-2	1	Undeveloped	Single Family	5,314		\$0.00	\$0.00	\$0.00
357-140-056-7	1	Developed	Single Family	5,968		\$230.58	\$0.00	\$230.58
357-140-057-5	1	Developed	Single Family	3,790		\$226.74	\$0.00	\$226.74
357-140-058-3	1	Developed	Single Family	4,835		\$226.74	\$0.00	\$226.74
357-140-059-1	1	Developed	Single Family	4,269		\$226.74	\$0.00	\$226.74
357-140-060-9	1	Undeveloped	Multi-Family	5,924		\$0.00	\$0.00	\$0.00
357-140-061-7	1	Developed	Single Family	10,051		\$255.54	\$0.00	\$255.54
357-140-062-5	1	Undeveloped	Single Family	4,751		\$0.00	\$0.00	\$0.00
357-140-063-3	1	Undeveloped	Single Family	5,300		\$0.00	\$0.00	\$0.00
357-140-064-1	1	Undeveloped	Single Family	10,019		\$0.00	\$0.00	\$0.00
380-010-026-9	1	Developed	Other	N/A	74,980	\$1,150.08	\$0.00	\$1,150.08 /3
408-090-049-3	1	Developed	Other	N/A	390,936	\$5,245.36	\$0.00	\$5,245.36
408-180-012-2	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
408-180-013-0	1	Developed	Other	N/A	997,443	\$13,106.64	\$0.00	\$13,106.64
408-270-001-6	1	Developed	Other	N/A	48,732	\$809.86	\$0.00	\$809.86
408-270-002-4	1	Developed	Other	N/A	25,359	\$506.90	\$0.00	\$506.90
408-270-003-2	1	Developed	Other	N/A	35,900	\$643.54	\$0.00	\$643.54
408-270-004-0	1	Developed	Other	N/A	60,494	\$962.32	\$0.00	\$962.32
408-270-005-7	1	Developed	Other	N/A	36,205	\$647.50	\$0.00	\$647.50
408-270-006-5	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
408-270-007-3	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
408-270-008-1	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
408-270-009-9	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
408-270-010-7	1	Undeveloped	Other	N/A		\$0.00	\$0.00	\$0.00
409-080-028-7	1	Developed	Multi-Family	29,926		\$7,471.60	\$0.00	\$7,471.60
409-320-037-8	1	Developed	Other	N/A	114,563	\$1,663.14	\$0.00	\$1,663.14
420-080-025-0	1	Developed	Other	N/A	70,820	\$1,096.16	\$0.00	\$1,096.16
420-021-032-8	1	Developed	Other	N/A	23,631	\$484.52	\$0.00	\$484.52 /4
430-161-020-2	1	Undeveloped	Single Family	15,682		\$0.00	\$0.00	\$0.00
430-161-021-0	1	Undeveloped	Single Family	33,236		\$0.00	\$0.00	\$0.00

Total Special Tax Levy for FY 2022-23	\$77,473.72
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/1 Project spans over two parcels; the Incremental Special Tax per Impervious Square Foot for APN 138-120-018-5 is levied on APN 138-120-019-3.
/2 Project spans over three parcels; the Incremental Special Tax per Impervious Square Foot for APNs 184-450-039-5 and 184-450-040-3 is levied on APN 184-450-038-7.
/3 Project spans over two parcels; the Incremental Special Tax per Impervious Square Foot for APN 380-010-023-6 is levied on APN 380-010-026-9.
/4 Project spans over three parcels; the Incremental Special Tax per Impervious Square Foot for APNs 419-180-020-2 and 420-080-004-5 is levied on APN 420-080-025-0.

APPENDIX C

Rate and Method of Apportionment of Special Tax

**COUNTY OF CONTRA COSTA
COMMUNITY FACILITIES DISTRICT NO. 2007-1
(STORMWATER FACILITY MAINTENANCE)**

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

Special Taxes applicable to each Assessor's Parcel in Community Facilities District No. 2007-1 (Stormwater Facility Maintenance) [herein "CFD No. 2007-1" or "CFD"] shall be levied and collected according to the tax liability determined by the Board of Supervisors of the County of Contra Costa, acting in its capacity as the legislative body of CFD No. 2007-1, through the application of the appropriate Special Taxes, as described below. All of the property in CFD No. 2007-1, unless exempted by law or by the provisions of Section E below, shall be taxed for the purposes, to the extent, and in the manner herein provided, including property subsequently annexed to CFD No. 2007-1 unless a separate Rate and Method of Apportionment of Special Tax is adopted for the annexation area.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5 (commencing with Section 53311), Division 2, of Title 5 of the Government Code of the State of California.

"Administrative Expenses" means the direct and indirect expenses incurred by the CFD or the County in connection with the establishment and administration of CFD No. 2007-1 (including, but not limited to, the levy and collection of the Special Taxes) including the fees and expenses of attorneys, any fees of the County or the CFD related to CFD No. 2007-1 or the collection of Special Taxes, an allocable share of the salaries of County or CFD staff directly related thereto and a proportionate amount of the County's and the CFD's general administrative overhead related thereto, any amounts paid by the County or the CFD from their respective general funds with respect to CFD No. 2007-1 or the services authorized to be financed by CFD No. 2007-1, and expenses incurred by the County or the CFD in undertaking action to foreclose on properties for which the payment of Special Taxes is delinquent, any amounts necessary to maintain a reserve required by CFD No. 2007-1 for the payment of services and all other costs and expenses of the County or the CFD in any way related to CFD No. 2007-1.

"Administrator" means the person or firm designated by the Board of Supervisors to administer the Special Taxes according to this RMA.

"Agricultural Property" means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a structure located on land that is designated for agricultural use pursuant to the County's General Plan.

“Assessor’s Parcel” means a lot or parcel shown on an Assessor’s Parcel Map with an assigned Assessor’s Parcel number.

“Authorized Services” means, collectively, the Authorized Tier 1 Services and Authorized Tier 2 Services.

“Authorized Tier 1 Services” means the public services identified as Tier 1 services that are authorized to be funded by CFD No. 2007-1, as set forth in the CFD formation documents adopted by the Board of Supervisors.

“Authorized Tier 2 Services” means the public services identified as Tier 2 services that are authorized to be funded by CFD No. 2007-1, as set forth in the CFD formation documents adopted by the Board of Supervisors.

“Board of Supervisors” means the Board of Supervisors of the County of Contra Costa, acting as the legislative body of CFD No. 2007-1.

“County” means the County of Contra Costa.

“Developed Property” means, in any Fiscal Year, all Parcels of Taxable Property for which (i) a building permit for new construction or substantial redevelopment of a residential or non-residential structure was issued prior to June 1 of the preceding Fiscal Year, or (ii) land use entitlement(s) involving the creation or redevelopment of impervious surface is granted and exercised where no building permit is required. . Developed Property shall not include Parcels on which a structure(s) exists at the time CFD No. 2007-1 was formed unless additional building permits are issued for additional development or substantial redevelopment on the Parcel or, for future annexations, at the time that Parcel(s) is annexed to CFD No. 2007-1.

“Fiscal Year” means the period starting on July 1 and ending on the following June 30.

“Impervious Square Foot” or **“Impervious Square Footage”** means the impervious square footage assigned to a Parcel as determined by the County Public Works Department.

“Maximum Special Taxes” means, collectively, the Maximum Tier 1 Special Tax and Maximum Tier 2 Special Tax.

“Maximum Tier 1 Special Tax” means the maximum Tier 1 Special Tax that can be levied on Taxable Property in any Fiscal Year determined in accordance with Section C below.

“Maximum Tier 2 Special Tax” means the maximum Tier 2 Special Tax that can be levied on Taxable Property in any Fiscal Year determined in accordance with Section C below.

“Multi-Family Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure that (i) is located within a mobile home park, or (ii) consists of two or more residential units that share common walls, including duplex, triplex and fourplex units, townhomes, condominiums and apartment

units. Multi-Family Property excludes residential second units established pursuant to Section 82-24 of the Zoning Ordinance Code.

“Other Property” means, in any Fiscal Year, all Parcels of Developed Property that are not Agricultural Property, Single Family Property, or Multi-Family Property.

“Parcel” see definition of Assessor’s Parcel.

“Parcel Square Foot” or **“Parcel Square Footage”** means, for Agricultural Property and Single Family Property, the square footage assigned to a Parcel as determined by the County Public Works Department based on information from the Assessor’s Parcel map.

“PSWMF” means any permanent stormwater management facility for treatment and/or flood control, as determined by the County Public Works Department, located within the boundaries of CFD No. 2007-1.

“PSWMF Service Area” means an area within a Tax Zone, as determined by the County Public Works Department, that is comprised of one or more Parcels that are served by a specific PSWMF.

“Public Property” means any property within the boundaries of CFD No. 2007-1 that is owned or irrevocable offered for dedication to the federal government, State of California, County, or other local governments or public agencies.

“RMA” means this Rate and Method of Apportionment of Special Tax.

“Single Family Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a single family residential unit that does not share a common wall with another unit, except for attached residential second units established pursuant to Section 82-24 of the Zoning Ordinance Code. A Parcel of Single Family Property with an attached residential second unit established pursuant to Section 82-24 will be taxed as one Parcel of Single Family Property pursuant to this RMA. Excepted from classification as Single Family Property are Parcels of Agricultural Property and Parcels for which the single family residential use is not the primary use.

“Special Taxes” means, collectively, the Tier 1 Special Tax and Tier 2 Special Tax.

“Taxable Property” means all Assessors’ Parcels within the boundaries of CFD No. 2007-1 that are not exempt from the Special Tax pursuant to law or Section E below.

“Taxable Public Property” means, in any Fiscal Year, all Assessors’ Parcels in CFD No. 2007-1 that had, in prior Fiscal Years, been taxed as Developed Property and subsequently have come under the ownership of a public agency.

“**Tax Zone**” means one of the mutually exclusive tax zones identified in Attachment 2 of this RMA. Attachment 2 will be updated to include new Tax Zones or new Parcels added to CFD No. 2007-1 as a result of future annexations to the CFD.

“**Tier 1 Special Tax**” means a special tax levied in any Fiscal Year to pay the Tier 1 Special Tax Requirement.

“**Tier 1 Special Tax Requirement**” means the amount for *each separate Tax Zone* in CFD No. 2007-1 necessary in any Fiscal Year to (i) pay for Authorized Tier 1 Services, (ii) pay Administrative Expenses for the Fiscal Year, (iii) cure any delinquencies in the payment of Tier 1 Special Taxes levied in prior Fiscal Years or (based on delinquencies in the payment of Tier 1 Special Taxes which have already taken place) are expected to occur in the current Fiscal Year, and (iv) to create or replenish reserve funds.

“**Tier 2 Special Tax**” means a special tax levied in any Fiscal Year to pay the Tier 2 Special Tax Requirement.

“**Tier 2 Special Tax Requirement**” means, for *any PSWMF Service Area* within a Tax Zone, that amount necessary in any Fiscal Year to (i) pay for Authorized Tier 2 Services, (ii) pay Administrative Expenses that have not been included in the Tier 1 Special Tax Requirement, (iii) cure any delinquencies in the payment of Tier 2 Special Taxes levied in prior Fiscal Years or (based on delinquencies in the payment of Tier 2 Special Taxes which have already taken place) are expected to occur in the current Fiscal Year, and (iv) to create or replenish reserve funds.

“**Unit**” means (i) for Single Family Property, an individual single-family unit, (ii) for Multi-Family Property, an individual residential unit within a duplex, triplex, fourplex, townhome, condominium, apartment structure, or mobile home park.

“**Unit Square Foot**” or “**Unit Square Footage**” means, for Multi-Family Property, the square footage assigned to a Parcel as determined by the County Public Works Department, based on information from the Assessor’s Parcel map, divided by the number of Units on that Parcel.

B. DATA COLLECTION FOR ANNUAL TAX LEVY

Each Fiscal Year, the Administrator shall identify the current Assessor’s Parcel numbers for all Parcels of Developed Property within CFD No. 2007-1 and shall determine within which Tax Zone each Assessor’s Parcel is located. Upon each annexation of property into CFD No. 2007-1, the Administrator shall update Attachment 2 of this RMA to include each new Parcel that is annexed into an existing Tax Zone or, if a new Tax Zone is created, each new Tax Zone and the Assessor’s Parcel(s) included in the Tax Zone. If a new Tax Zone is created, the Administrator shall update Attachment 1 of this RMA to include the Maximum Special Taxes for that Tax Zone. The Administrator shall also determine: (i) whether each Assessor’s Parcel of Developed Property is Agricultural Property, Single Family Property, Multi-Family Property, or Other Property, (ii) for Parcels of Agricultural Property and Single Family Property, the Parcel Square Footage of each Parcel, (ii) for Parcels of Multi-Family Property, the number of Units, the total

square footage of each Parcel, and the Unit Square Footage of each Unit, and (iii) for Other Property, the Impervious Square Footage of each Parcel. For Multi-Family Property, the number of Units shall be determined by referencing the development plan for the property or other County development records. Finally, the Administrator shall also determine the Tier 1 Special Tax Requirement for each Tax Zone.

The Administrator shall, on an ongoing basis, coordinate with County staff to determine whether a Tier 2 Special Tax levy will be required for any PSWMF Service Area. If such a levy is required, the Administrator shall determine the Tier 2 Special Tax Requirement for the PSWMF Service Area subject to the Tier 2 Special Tax levy. The Administrator shall also determine the current Assessor's Parcel number, the Parcel Square Footage of all Parcels of Agricultural Property and Single Family Property, the Unit Square Footage of all Parcels of Multi-Family Property, and the Impervious Square Footage of all Parcels of Other Property in the PSWMF Service Area subject to the levy.

In any Fiscal Year, if it is determined that (i) a parcel map for a portion of property in CFD No. 2007-1 was recorded after January 1 of the prior Fiscal Year (or any other date after which the Assessor will not incorporate the newly-created Parcels into the then current tax roll), (ii) because of the date the parcel map was recorded, the Assessor does not yet recognize the new Parcels created by the parcel map, and (iii) one or more of the newly-created Parcels meets the definition of Developed Property, the Administrator shall calculate the Special Tax for the property affected by recordation of the parcel map by determining the Special Tax that applies separately to each newly-created Parcel, then applying the sum of the individual Special Taxes to the Parcel that was subdivided by recordation of the parcel map.

C. MAXIMUM SPECIAL TAXES

The Maximum Special Tax rates for each Tax Zone are shown in Attachment 1 of this RMA. The Maximum Special Taxes for a Parcel of Taxable Property shall be determined by the following:

1. *Agricultural Property or Single Family Property*

The Maximum Special Taxes for a Parcel of Agricultural Property or Single Family Property is the sum of the applicable Maximum Tier 1 Special Tax and the Maximum Tier 2 Special Tax rates shown in Attachment 1 of this RMA for the Tax Zone and the then current Fiscal Year.

2. *Multi-Family Property*

The Maximum Special Taxes for a Parcel of Multi-Family Property is the sum of (i) the number of Units on the Parcel multiplied by the applicable Maximum Tier 1 Special Tax rate for such Parcel, and (ii) the number of Units on the Parcel multiplied by the applicable Maximum Tier 2 Special Tax rate for such Parcel, as shown in Attachment 1 of this RMA for the Tax Zone and the then current Fiscal Year.

3. *Other Property*

The Maximum Special Taxes for a Parcel of Other Property is the sum of the Maximum Tier 1 Special Tax and Maximum Tier 2 Special Tax for such Parcel. The Maximum Tier 1 Special Tax for such Parcel is the sum of: (i) the base Maximum Tier 1 Special Tax for the Tax Zone, and (ii) the incremental Maximum Tier 1 Special Tax multiplied by the Parcel's Impervious Square Footage for the Tax Zone, as shown in Attachment 1 of this RMA. The Maximum Tier 2 Special Tax for such Parcel is the sum of: (i) the base Maximum Tier 2 Special Tax for the Tax Zone, and (ii) the incremental Maximum Tier 2 Special Tax multiplied by the Parcel's Impervious Square Footage for the Tax Zone, as shown in Attachment 1 of this RMA.

D. METHOD OF LEVY AND MANNER OF COLLECTION OF THE SPECIAL TAXES

The Special Taxes shall be levied and collected according to the methodology outlined below:

1. *Tier 1 Special Tax*

For *each Tax Zone*, the Tier 1 Special Tax shall be levied as follows until the amount of the levy equals the Tier 1 Special Tax Requirement for that Tax Zone.

Step 1: The Tier 1 Special Tax shall be levied proportionately on each Parcel of Developed Property that is not Taxable Public Property up to 100% of the Maximum Tier 1 Special Tax for that Tax Zone, as shown in Attachment 1 of this RMA, until the amount levied is equal to the Tier 1 Special Tax Requirement for the Tax Zone.

Step 2: If additional revenue is needed after Step 2, the Tier 1 Special Tax shall be levied proportionately on each Parcel of Taxable Public Property up to 100% of the Maximum Tier 1 Special Tax that had applied to the Parcel prior to the Parcel becoming Taxable Public Property, until the amount levied is equal to the Tier 1 Special Tax Requirement for the Tax Zone.

The Tier 1 Special Tax for CFD No. 2007-1 shall be collected in the same manner and at the same time as ordinary ad valorem property taxes, provided, however, that the County may bill directly, collect at a different time or in a different manner.

2. *Tier 2 Special Tax*

For *any PSWMF Service Area* in a Tax Zone, the Tier 2 Special Tax, if applicable, shall be levied as follows until the amount of the levy equals the Tier 2 Special Tax Requirement for that PSWMF Service Area.

Step 1: The Tier 2 Special Tax shall be levied proportionately on each Parcel of Developed Property that is not Taxable Public Property up to 100% of the

Maximum Tier 2 Special Tax for that Tax Zone, as shown in Attachment 1 of this RMA, until the amount levied is equal to the Tier 2 Special Tax Requirement for the PSWMF Service Area.

Step 2: If additional revenue is needed after Step 1, the Tier 2 Special Tax shall be levied proportionately on each Parcel of Taxable Public Property up to 100% of the Maximum Tier 2 Special Tax that had applied to the Parcel prior to the Parcel becoming Taxable Public Property, until the amount levied is equal to the Tier 2 Special Tax Requirement for the PSWMF Service Area.

The Tier 2 Special Tax for CFD No. 2007-1 shall be billed directly to the property owner(s) within a PSWMF Service Area on an as needed basis.

E. LIMITATIONS

Notwithstanding any other provision of this RMA, no Special Tax shall be levied on Public Property that is not Taxable Public Property or property owned by a homeowner's or property owner's association.

F. INTERPRETATION OF SPECIAL TAX FORMULA

The County reserves the right to make minor administrative and technical changes to this document that do not materially affect the rate and method of apportioning Special Taxes. In addition, the interpretation and application of any section of this document shall be left to the County's discretion. Interpretations may be made by the County by resolution of the Board of Supervisors for purposes of clarifying any vagueness or ambiguity in this RMA.

G. APPEAL OF SPECIAL TAX LEVY

Any property owner claiming that the amount or application of the Special Tax is not correct may file a written notice of appeal with the Administrator not later than one calendar year after having paid the Special Tax that is disputed. The Administrator shall promptly review the appeal, and if necessary, meet with the property owner, consider written and oral evidence regarding the amount of the Special Tax, and decide the appeal. If the property owner disagrees with the Administrator's decision relative to the appeal, the owner may then file a written appeal with the Board of Supervisors whose subsequent decision shall be binding. If the decision of the Administrator (if the appeal is not filed with the Board of Supervisors) or the Board of Supervisors (if the appeal is filed with the Board of Supervisors) requires the Special Tax to be modified or changed in favor of the property owner, no cash refund shall be made for prior years' Special Tax levies, but an adjustment shall be made to the next Special Tax levy. This procedure shall be exclusive and its exhaustion by any property owner shall be a condition precedent to any legal action by such owner.

Attachment 1

County of Contra Costa Community Facilities District No. 2007-1 (Stormwater Facility Maintenance)

Maximum Special Taxes for Tax Zone 1¹ For Agricultural Property, Single Family Property, and Multi-Family Property

Type of Property	Square Footage (Sq.Ft.)	Maximum Special Taxes for FY 2007-08 ²		
		Maximum Tier 1 Special Tax	Maximum Tier 2 Special Tax	Maximum Special Taxes
Agricultural Property	N/A	\$564.17 <i>per Parcel</i>	\$9,378.63 <i>per Parcel</i>	\$9,942.80 <i>per Parcel</i>
Single Family Property	Less than 5,000 Parcel Sq.Ft.	\$349.88 <i>per Parcel</i>	\$5,816.32 <i>per Parcel</i>	\$6,166.20 <i>per Parcel</i>
	5,000 TO 5,999 Parcel Sq.Ft.	\$355.79 <i>per Parcel</i>	\$5,914.56 <i>per Parcel</i>	\$6,270.35 <i>per Parcel</i>
	6,000 TO 6,999 Parcel Sq.Ft.	\$362.20 <i>per Parcel</i>	\$6,021.17 <i>per Parcel</i>	\$6,383.37 <i>per Parcel</i>
	7,000 TO 7,999 Parcel Sq.Ft.	\$368.14 <i>per Parcel</i>	\$6,119.97 <i>per Parcel</i>	\$6,488.11 <i>per Parcel</i>
	8,000 TO 9,999 Parcel Sq.Ft.	\$376.54 <i>per Parcel</i>	\$6,259.51 <i>per Parcel</i>	\$6,636.05 <i>per Parcel</i>
	10,000 TO 13,999 Parcel Sq.Ft.	\$394.30 <i>per Parcel</i>	\$6,554.79 <i>per Parcel</i>	\$6,949.09 <i>per Parcel</i>
	14,000 TO 19,999 Parcel Sq.Ft.	\$422.94 <i>per Parcel</i>	\$7,030.92 <i>per Parcel</i>	\$7,453.86 <i>per Parcel</i>
	20,000 TO 29,999 Parcel Sq.Ft.	\$465.89 <i>per Parcel</i>	\$7,744.83 <i>per Parcel</i>	\$8,210.72 <i>per Parcel</i>
	30,000 TO 39,999 Parcel Sq.Ft.	\$516.76 <i>per Parcel</i>	\$8,590.48 <i>per Parcel</i>	\$9,107.24 <i>per Parcel</i>
	Greater than or Equal to 40,000 Parcel Sq.Ft.	\$564.17 <i>per Parcel</i>	\$9,378.63 <i>per Parcel</i>	\$9,942.80 <i>per Parcel</i>
Multi-Family Property	Less than 2,500 Unit Sq.Ft.	\$267.61 <i>per Unit</i>	\$4,448.77 <i>per Unit</i>	\$4,716.38 <i>per Unit</i>
	2,500 TO 2,999 Unit Sq.Ft.	\$269.85 <i>per Unit</i>	\$4,486.17 <i>per Unit</i>	\$4,756.02 <i>per Unit</i>
	3,000 TO 3,999 Unit Sq.Ft.	\$279.27 <i>per Unit</i>	\$4,642.46 <i>per Unit</i>	\$4,921.73 <i>per Unit</i>
	4,000 TO 4,999 Unit Sq.Ft.	\$291.12 <i>per Unit</i>	\$4,839.50 <i>per Unit</i>	\$5,130.62 <i>per Unit</i>
	5,000 TO 5,999 Unit Sq.Ft.	\$303.44 <i>per Unit</i>	\$5,044.35 <i>per Unit</i>	\$5,347.79 <i>per Unit</i>
	6,000 TO 6,999 Unit Sq.Ft.	\$315.80 <i>per Unit</i>	\$5,249.76 <i>per Unit</i>	\$5,565.56 <i>per Unit</i>
	7,000 TO 7,999 Unit Sq.Ft.	\$327.65 <i>per Unit</i>	\$5,446.80 <i>per Unit</i>	\$5,774.45 <i>per Unit</i>
		Greater than or Equal to 8,000 Unit Sq.Ft.	\$333.59 <i>per Unit</i>	\$5,545.60 <i>per Unit</i>

¹Tax Zones that are added to CFD No. 2007-1 as a result of future annexations will have their Maximum Special Taxes determined during the annexation process. This Attachment 1 shall be updated to reflect each new annexation.

²Beginning in January 2008, and each January thereafter, the Maximum Special Taxes shown in this Attachment 1 shall be adjusted by applying the greater of (i) the increase, if any, in the Local Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose Area for All Urban Consumers that had occurred since January of the prior year, or (ii) the increase, if any, in the Engineering News Record's Common Labor Index that had occurred since January of the prior year. Each annual adjustment of the Maximum Special Taxes shall be come effective on the following July 1.

Attachment 1 Cont.

**County of Contra Costa
Community Facilities District No. 2007-1
(Stormwater Facility Maintenance)**

**Maximum Special Taxes for Tax Zone 1¹
For Other Property**

Maximum Special Taxes for FY 2007-08²					
<i>Maximum Tier 1 Special Tax</i>		<i>Maximum Tier 2 Special Tax</i>		<i>Maximum Special Taxes</i>	
<i>Base Maximum Tier 1 Special Tax (per Parcel)</i>	<i>Incremental Maximum Tier 1 Special Tax (per Impervious Square Foot)</i>	<i>Base Maximum Tier 2 Special Tax (per Parcel)</i>	<i>Incremental Maximum Tier 2 Special Tax (per Impervious Square Foot)</i>	<i>Base Maximum Special Taxes (per Parcel)</i>	<i>Incremental Maximum Special Taxes (per Impervious Square Foot)</i>
\$275.00	\$0.02	\$5,600.00	\$0.12	\$5,875.00	\$0.14

¹Tax Zones that are added to CFD No. 2007-1 as a result of future annexations will have their Maximum Special Taxes determined during the annexation process. This Attachment 1 shall be updated to reflect each new annexation.

²Beginning in January 2008, and each January thereafter, the Maximum Special Taxes shown in this Attachment 1 shall be adjusted by applying the greater of (i) the increase, if any, in the Local Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose Area for All Urban Consumers that had occurred since January of the prior year, or (ii) the increase, if any, in the Engineering News Record's Common Labor Index that had occurred since January of the prior year. Each annual adjustment of the Maximum Special Taxes shall be come effective on the following July 1.

Attachment 2

County of Contra Costa Community Facilities District No. 2007-1 (Stormwater Facility Maintenance)

Identification of Tax Zones

Tax Zone	Assessor's Parcels Included in Tax Zone ¹
1	098-180-027 098-180-030

¹The property identified by the Assessor's Parcel numbers listed above shall remain part of the identified Tax Zone regardless of changes in the configuration of the Assessor's Parcels or changes to APNs in future Fiscal Years. This Attachment 2 shall be updated to reflect Parcels that are added to a Tax Zone or Tax Zones that are added to CFD No. 2007-1 as a result of future annexions.

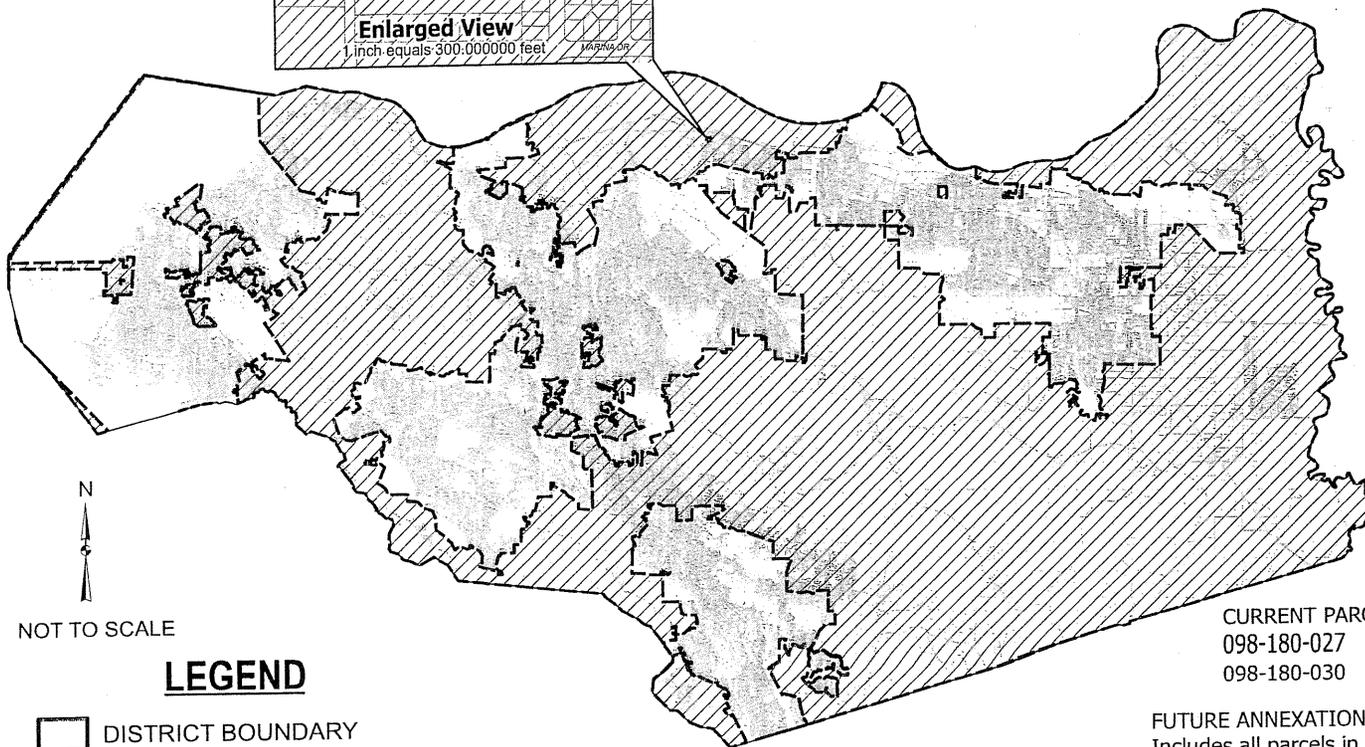
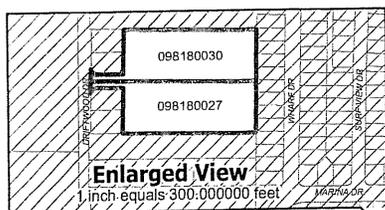
APPENDIX D

***Boundary Map of
Community Facilities District No. 2007-1***

PROPOSED BOUNDARY MAP

CONTRA COSTA COUNTY COMMUNITY FACILITIES DISTRICT NO. 2007-1 (STORMWATER MANAGEMENT FACILITIES)

COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA



NOT TO SCALE

LEGEND

- DISTRICT BOUNDARY
- FUTURE ANNEXATION AREA

CURRENT PARCEL NUMBERS IN DISTRICT BOUNDARY
098-180-027
098-180-030

FUTURE ANNEXATION AREA
Includes all parcels in the unincorporated portion of Contra Costa County except for the parcels currently within the district boundary

Filed in the office of the Clerk of the Board of Supervisors of the County of Contra Costa, this ___ day of ___, 2007.

By: _____
Clerk of the Board of Supervisors,
County of Contra Costa

I hereby certify that the within map showing proposed boundaries of the County of Contra Costa Community Facilities District No. 2007-1 (Stormwater Management Facilities), County of Contra Costa, State of California, was approved by the Board of Supervisors of the County of Contra Costa at a meeting thereof held on the ___ day of ___, 2007, by its Resolution No. ___.

By: _____
Clerk of the Board of Supervisors,
County of Contra Costa

Filed this ___ day of ___, 2007, at the hour of ___ o'clock __.m., in Book ___ of Maps of Assessment and Community Facilities Districts at Page ___ in the office of the County Recorder in the County of Contra Costa, State of California.

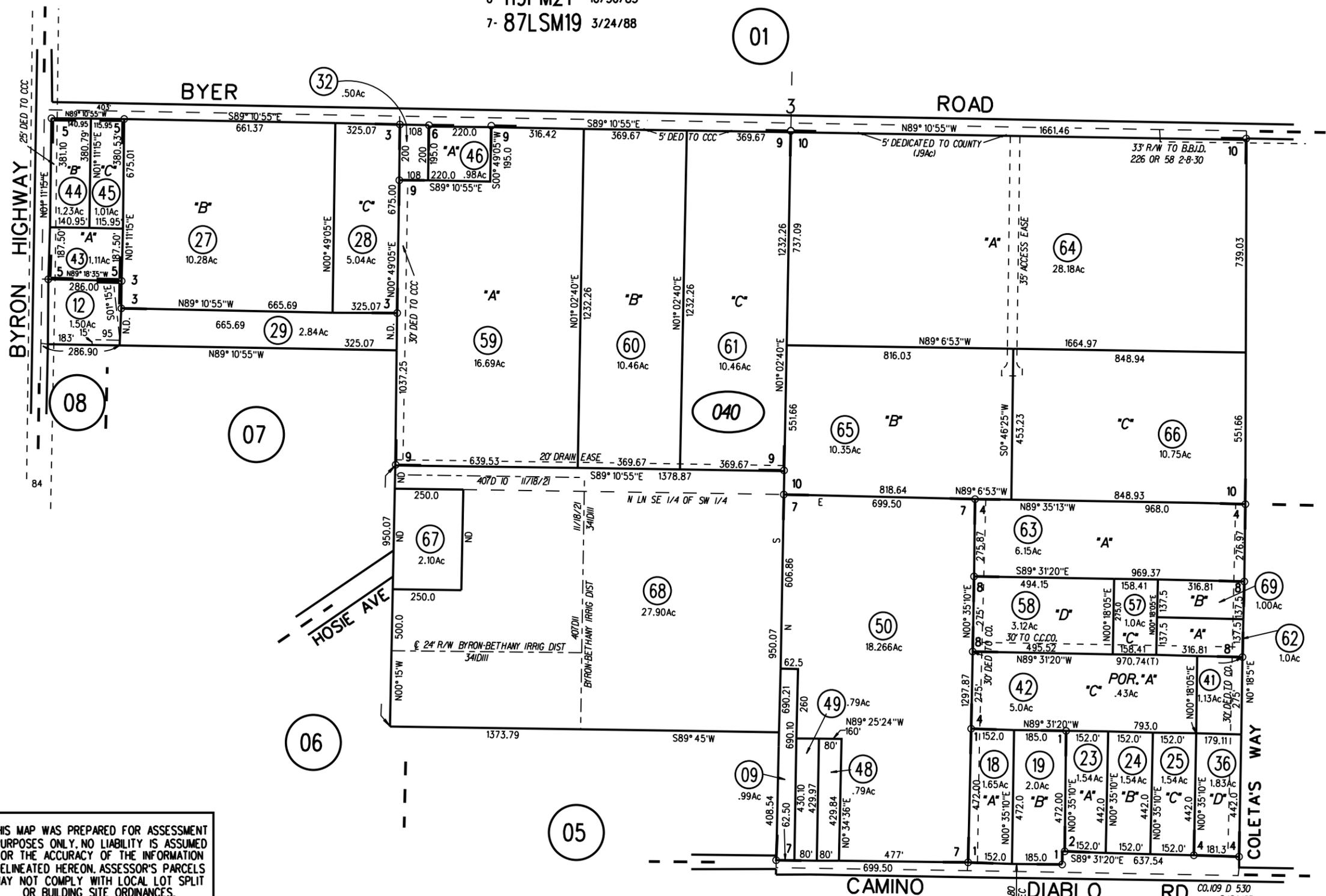
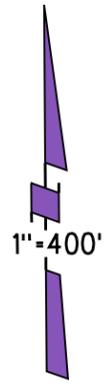
By: _____
County Recorder,
County of Contra Costa

APPENDIX E

*Assessor's Parcel Maps for
Fiscal Year 2022-23*

POR S 1/2 SEC 3 T1S R3E MDB&M

- 1- 21PM14 3/10/72
- 2- 29PM37 8/27/73
- 3- 72PM28 11/30/78
- 4- 107PM45 10/20/83
- 5- 118PM5 8/28/85
- 6- 119PM21 10/30/85
- 7- 87LSM19 3/24/88
- 8- 162PM10 6/1/93
- 9- 163PM49 1/14/94
- 10- 196PM16 4/13/06



P.B.
3

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

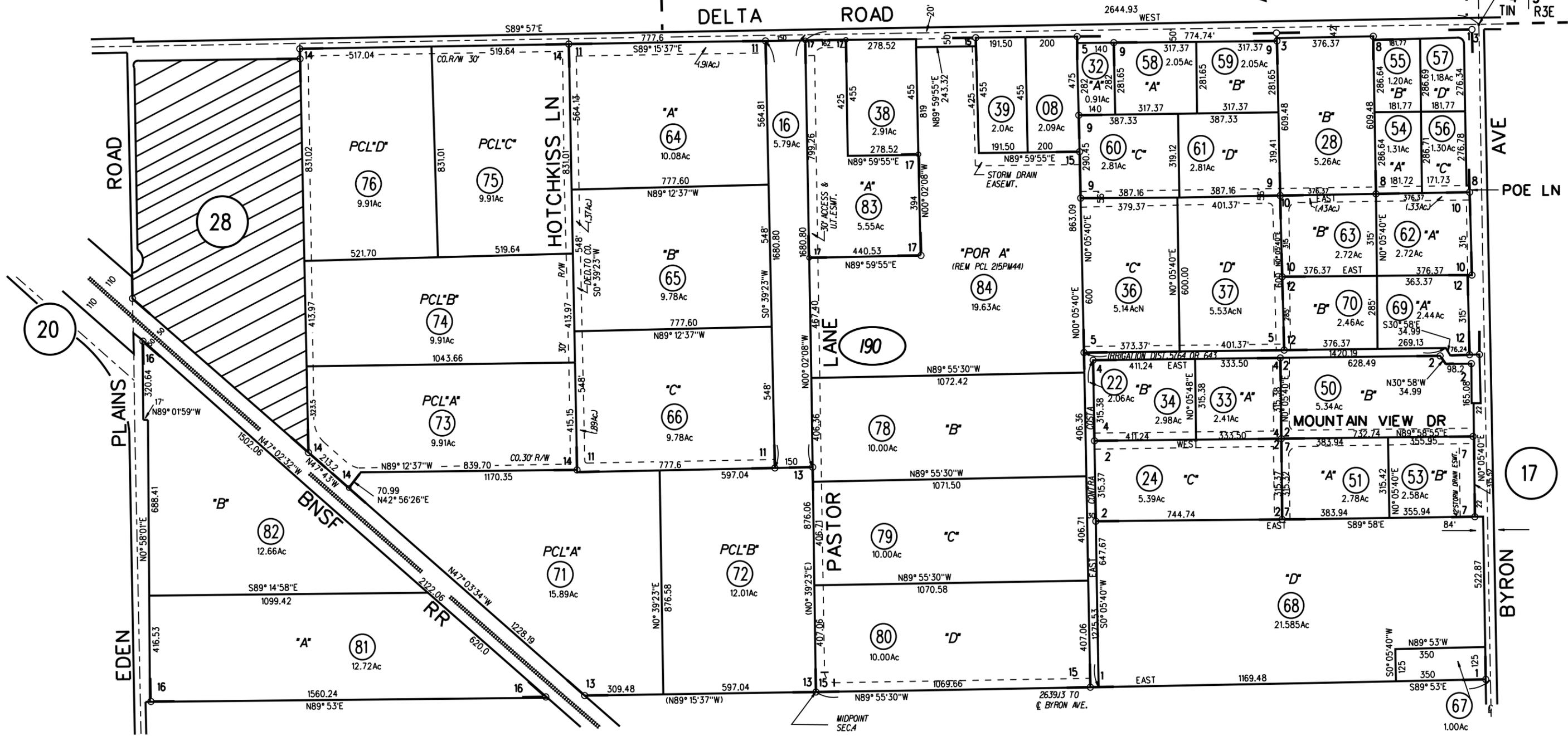
2/6/17

N¹/₂SEC.4 TIN R3E MDBM

1-1965- RECORD OF SURVEY 28L.S.M. 43

- | | | | | | |
|----------------|---------|-------------|----------|-------------|----------|
| 2-1969- 7PM1 | 1-13-69 | 10- 53PM12 | 3-25-77 | 17- 215PM44 | 12-17-19 |
| 3-1970- 8PM3 | 4-9-69 | 11- 58PM49 | 10-26-77 | | |
| 4-1970- 12PM5 | 3-11-70 | 12- 77PM23 | 5-31-79 | | |
| 5-1970- 13PM39 | 7-20-70 | 13- 150PM46 | 1-25-91 | | |
| 7-1974- 29PM7 | 7-20-73 | 14- 154PM34 | 9-24-91 | | |
| 8-1974- 29PM32 | 8-17-73 | 15- 166PM1 | 12-30-94 | | |
| 9-1975- 35PM18 | 9-18-74 | 16- 191PM1 | 8-6-04 | | |

1"=400'

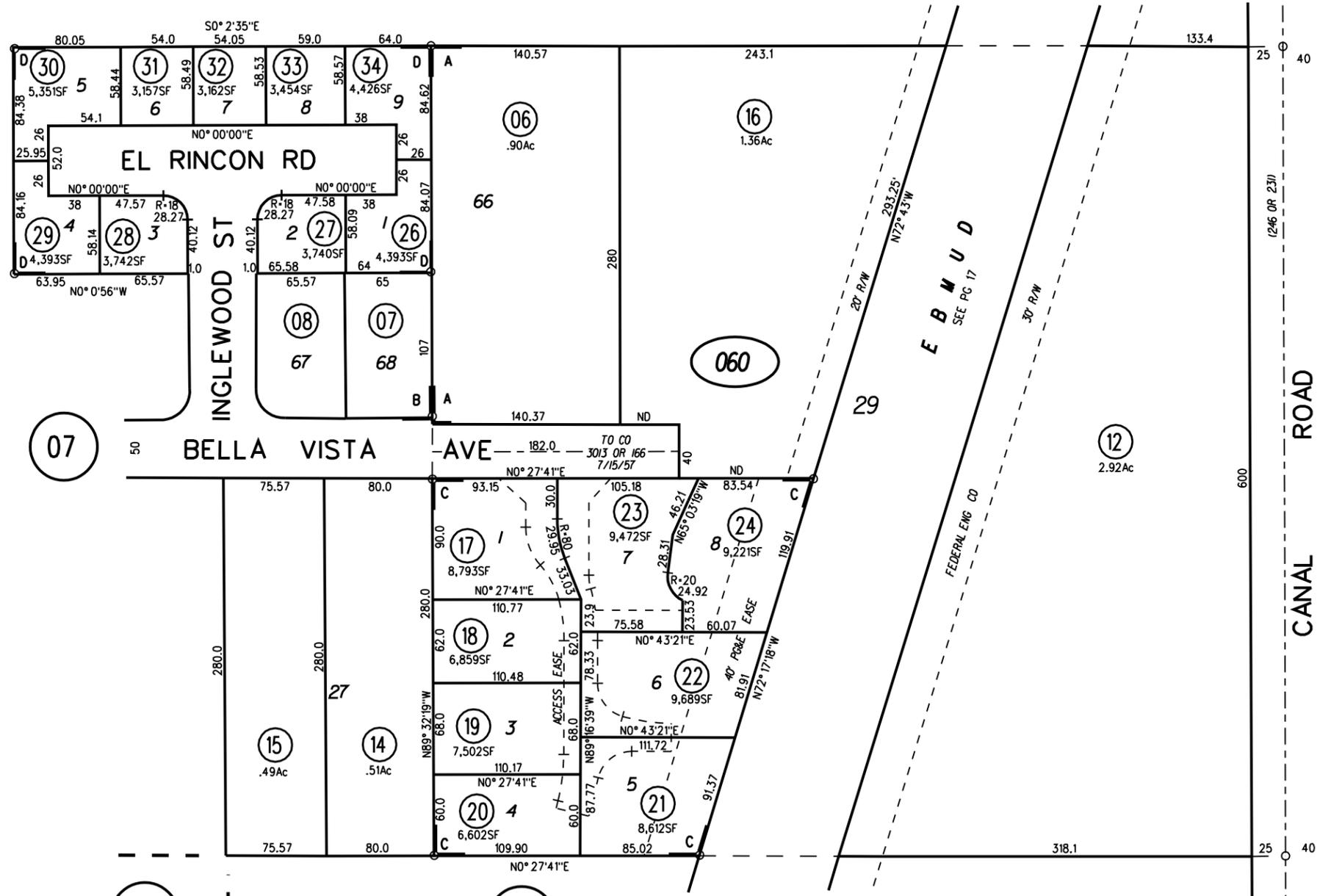


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

- A- BELLA VISTA MB 18-450 6/3/1924
- B- AMENDED MAP OF BELLA VISTA MB 31-12 10/7/1946
- C- TRACT 8902 MB 499-23 11/29/2006
- D- TRACT 9189 MB 512-9 (BAY POINT HOMES) 8/10/2010



11

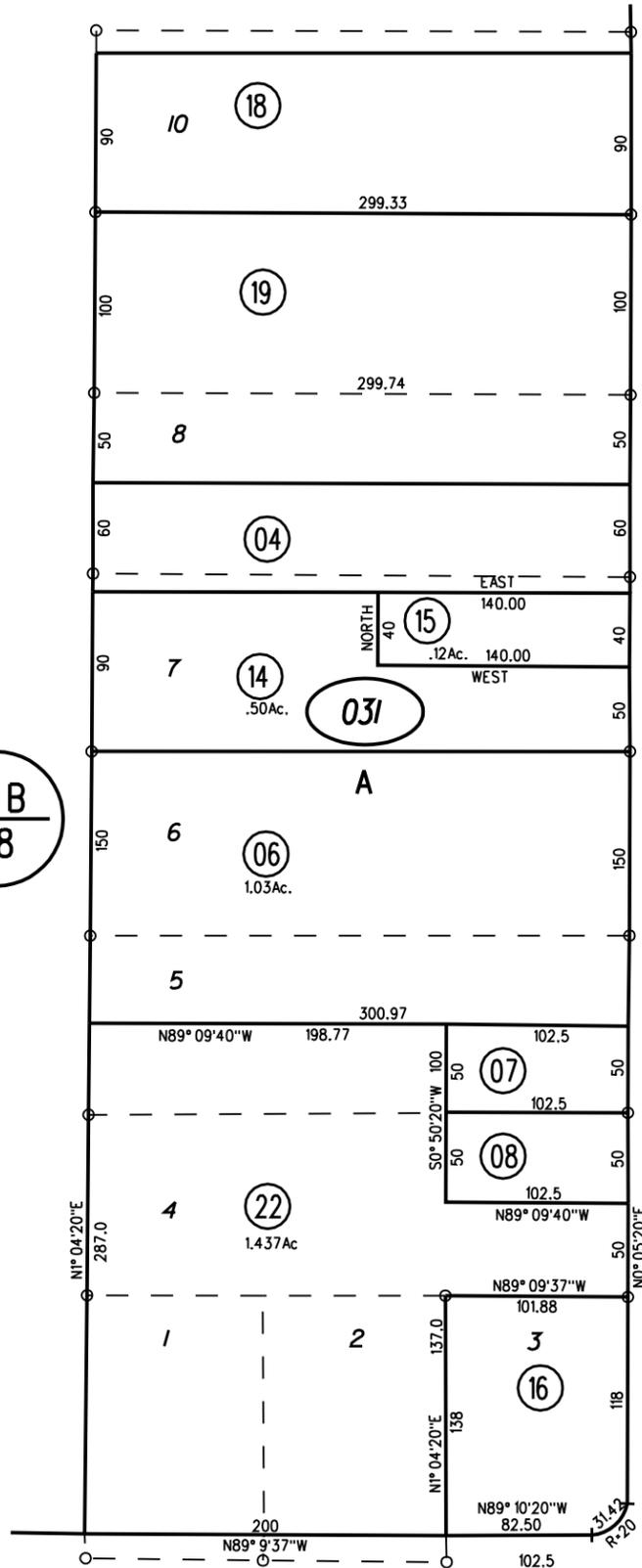


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

060

TR 9189
9/15/10

04
1-87LSM25 5/4/1988



AVENUE

N BROADWAY

STATE HIGHWAY

P B
95

SIINO

SOLANO

WEST AVE

(WILLOW PASS RD)

AVENUE

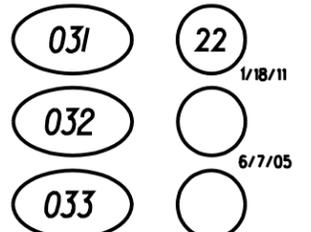
SOLANO

AVENUE

POINSETTIA

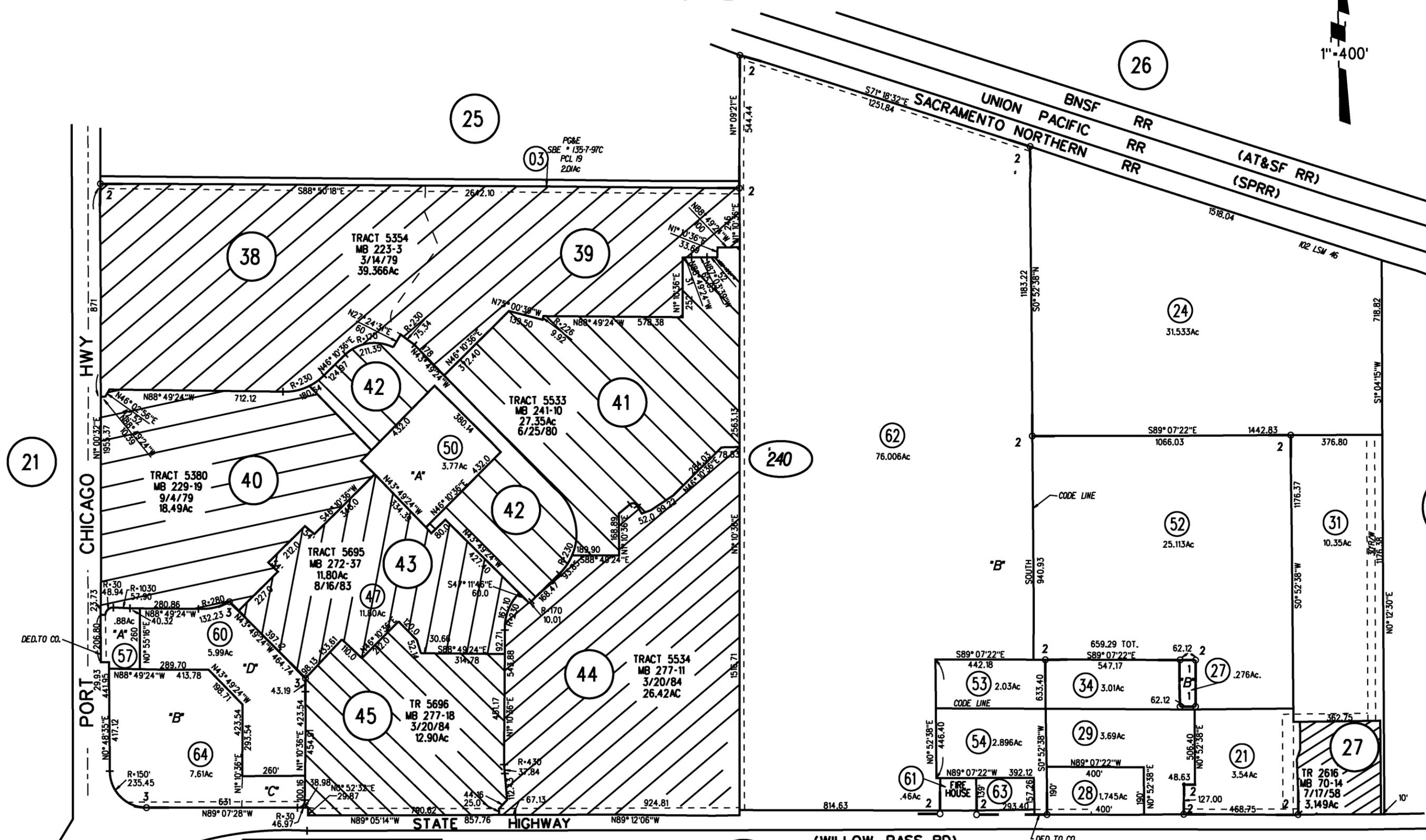


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.



SE 1/4 SEC 10 & POR OF W 1/2 SEC 11 T2N RIW MDBM

- 1- 59LSM22 6/18/78
- 2- 70PM1 9/14/78
- 3- 113PM42 12/26/84



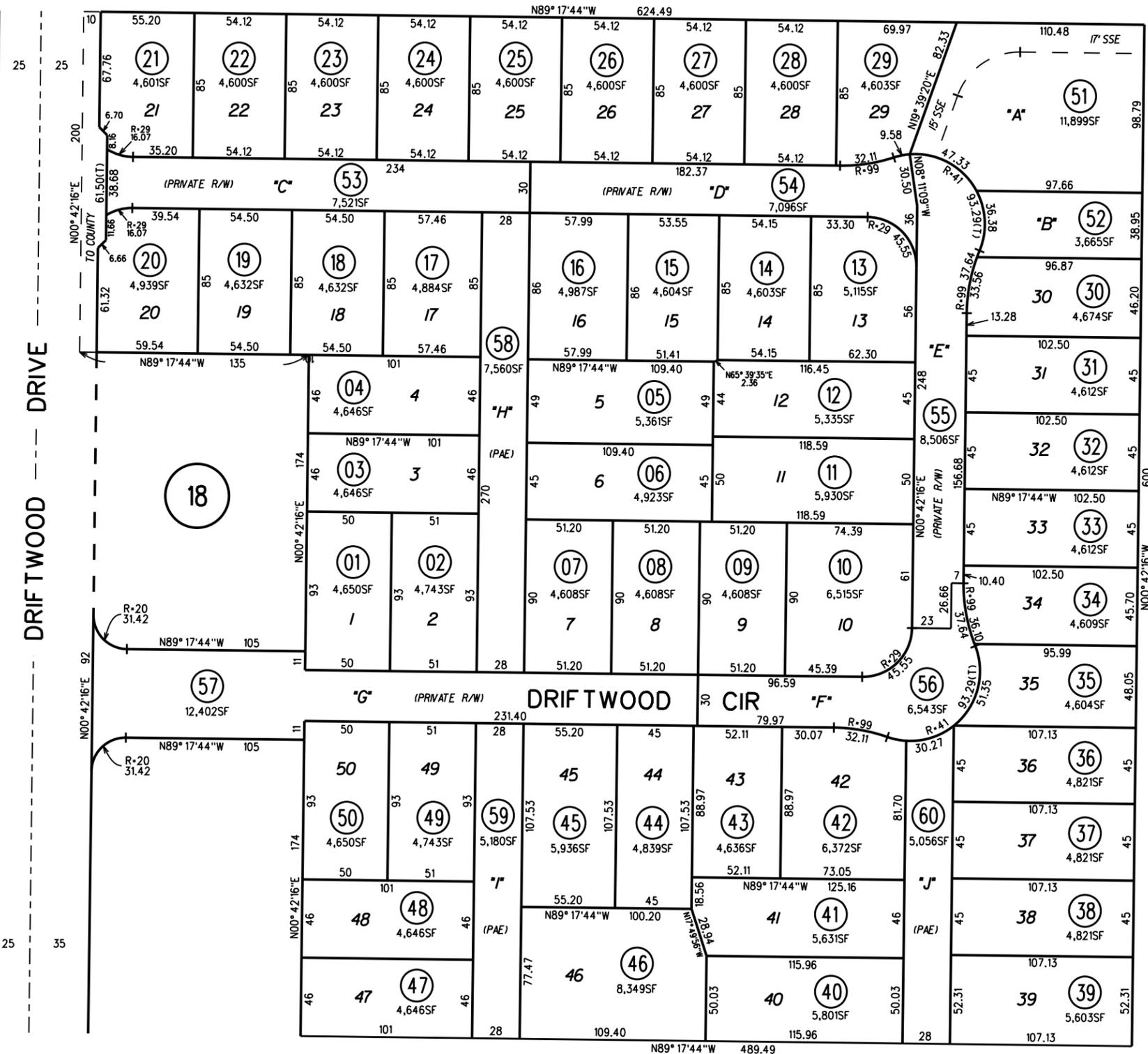
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

M.B. 97

240

64
11-5-18

13



BK
99



14

17

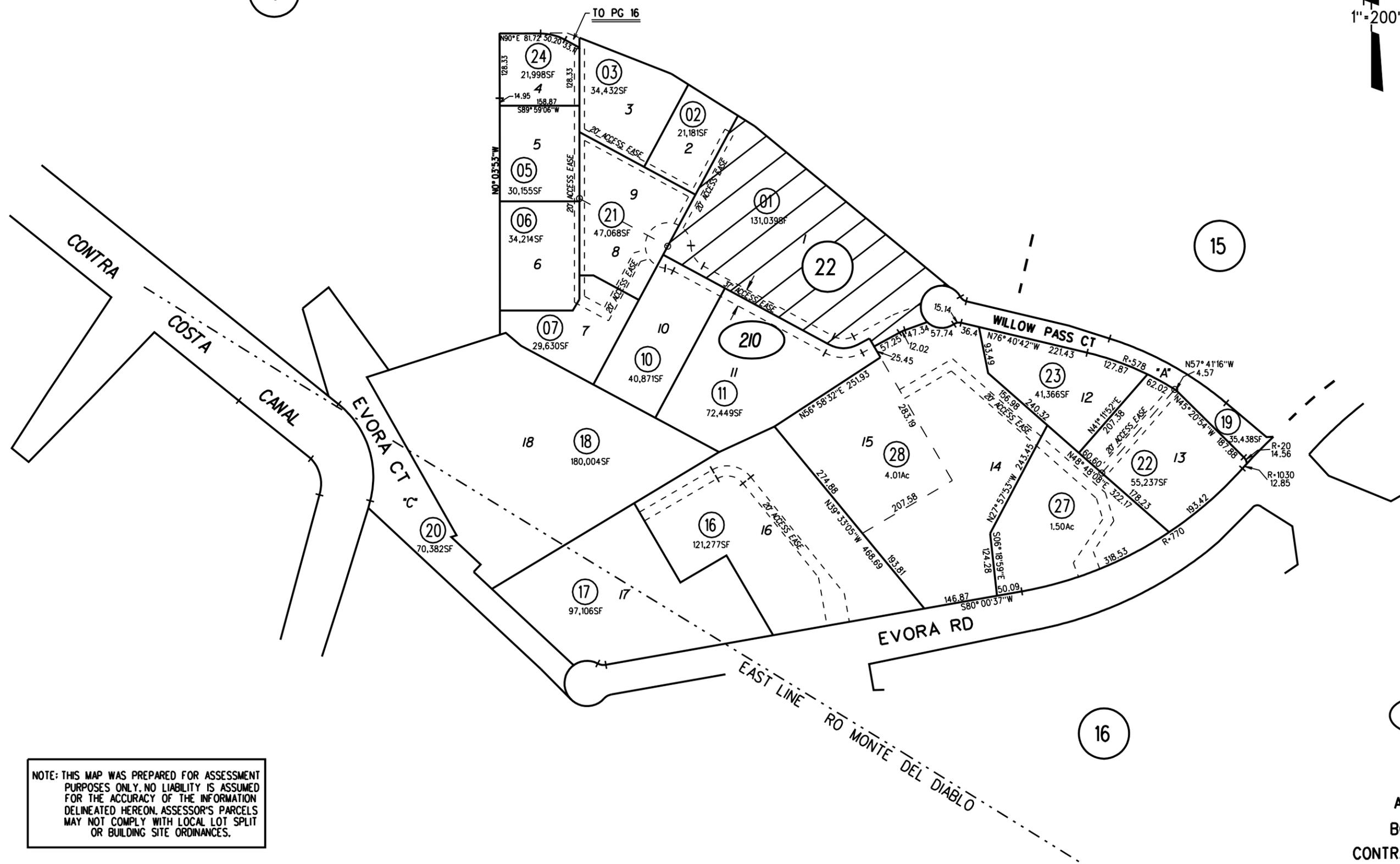
590

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

18

POR TRACT 8918 MB 497-6 (WILLOW PASS BUSINESS PARK) 10/23/06

16



15

16

210

LLA 27.28 09/18/13

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

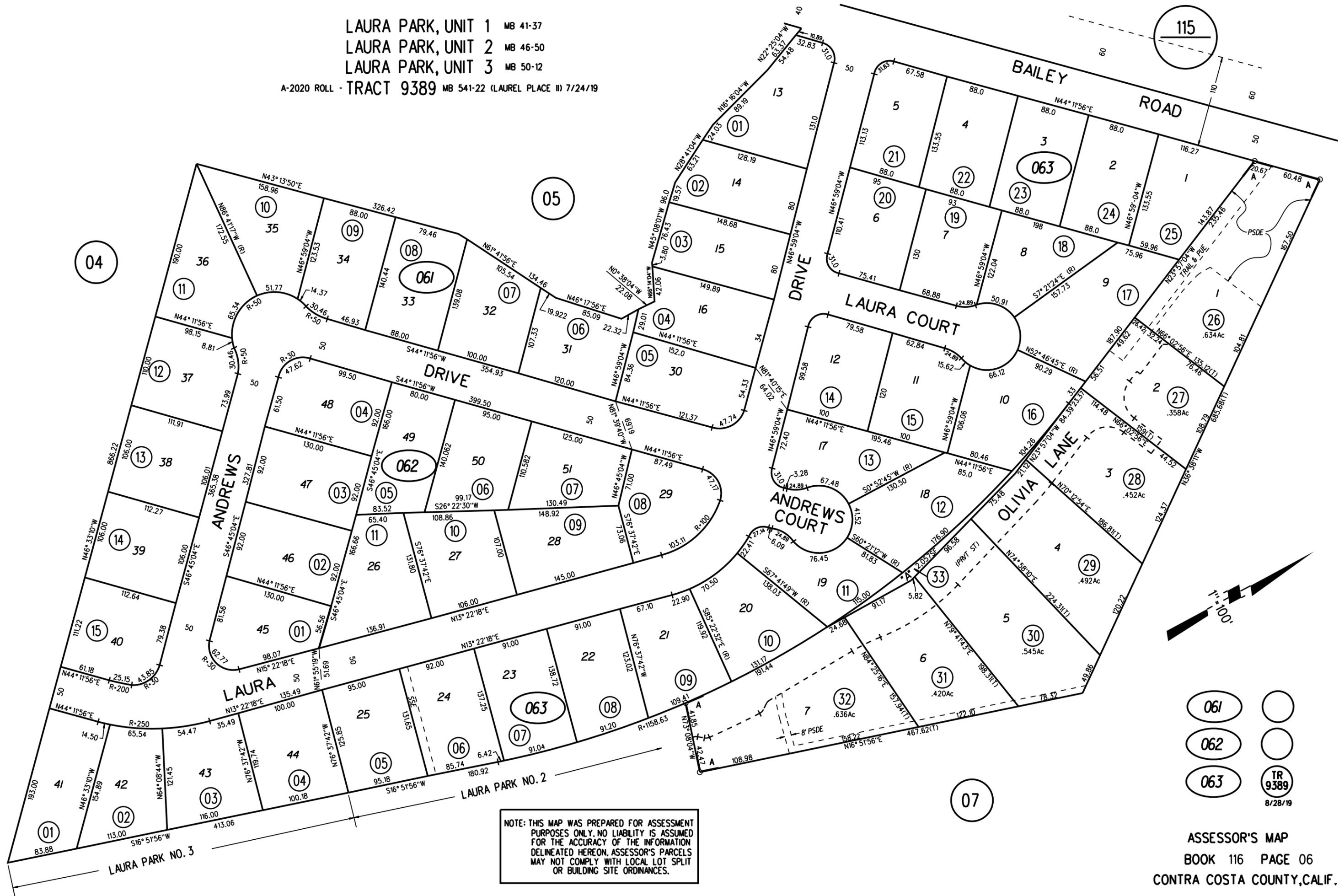
FM PG 16 4/5/07 MAB
ASSESSOR'S MAP
BOOK 99 PAGE 21
CONTRA COSTA COUNTY, CALIF.

LAURA PARK, UNIT 1 MB 41-37

LAURA PARK, UNIT 2 MB 46-50

LAURA PARK, UNIT 3 MB 50-12

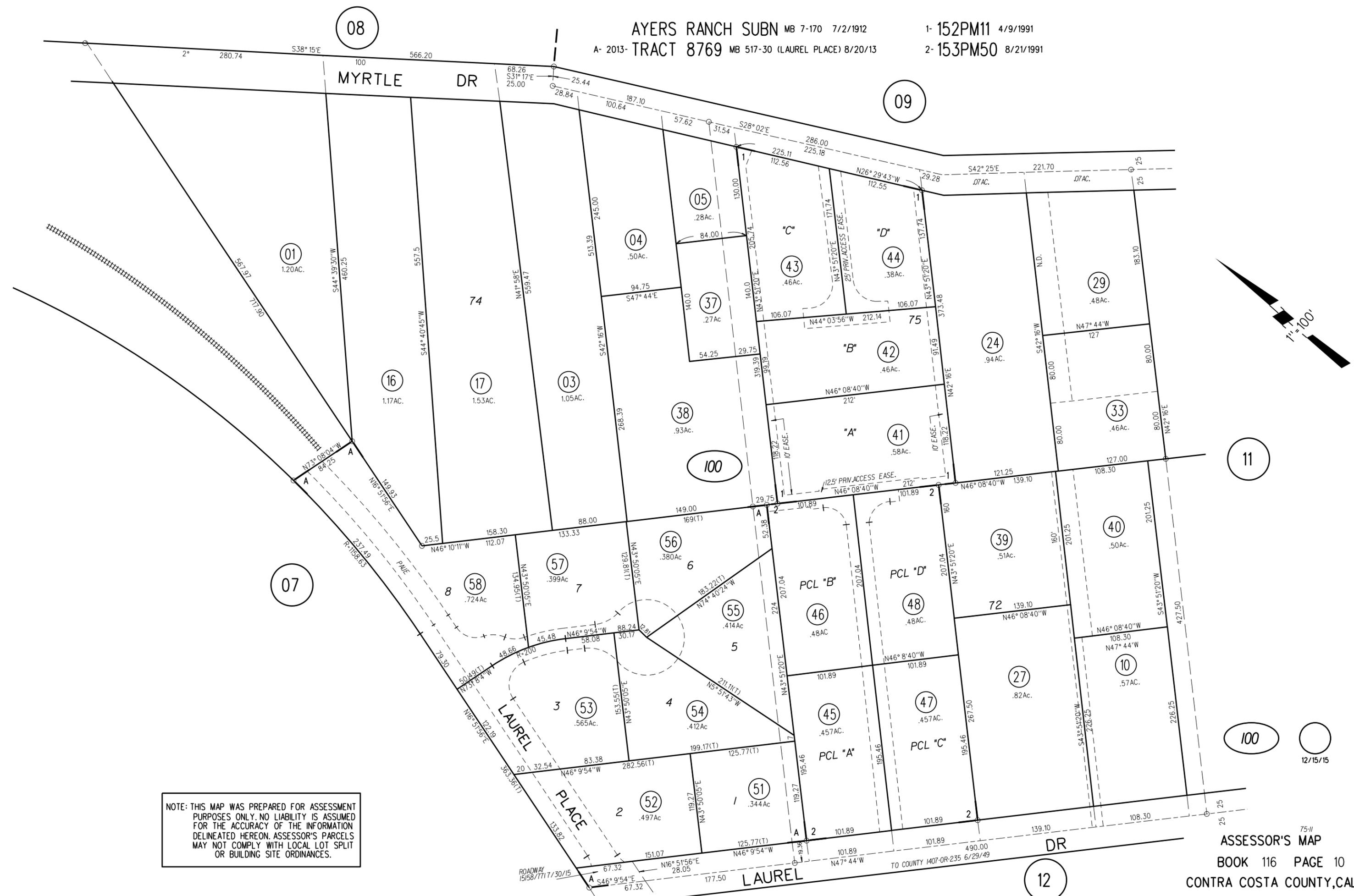
A-2020 ROLL - TRACT 9389 MB 541-22 (LAUREL PLACE II) 7/24/19



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

061
062
063
TR 9389
8/28/19

ASSESSOR'S MAP
BOOK 116 PAGE 06
CONTRA COSTA COUNTY, CALIF.

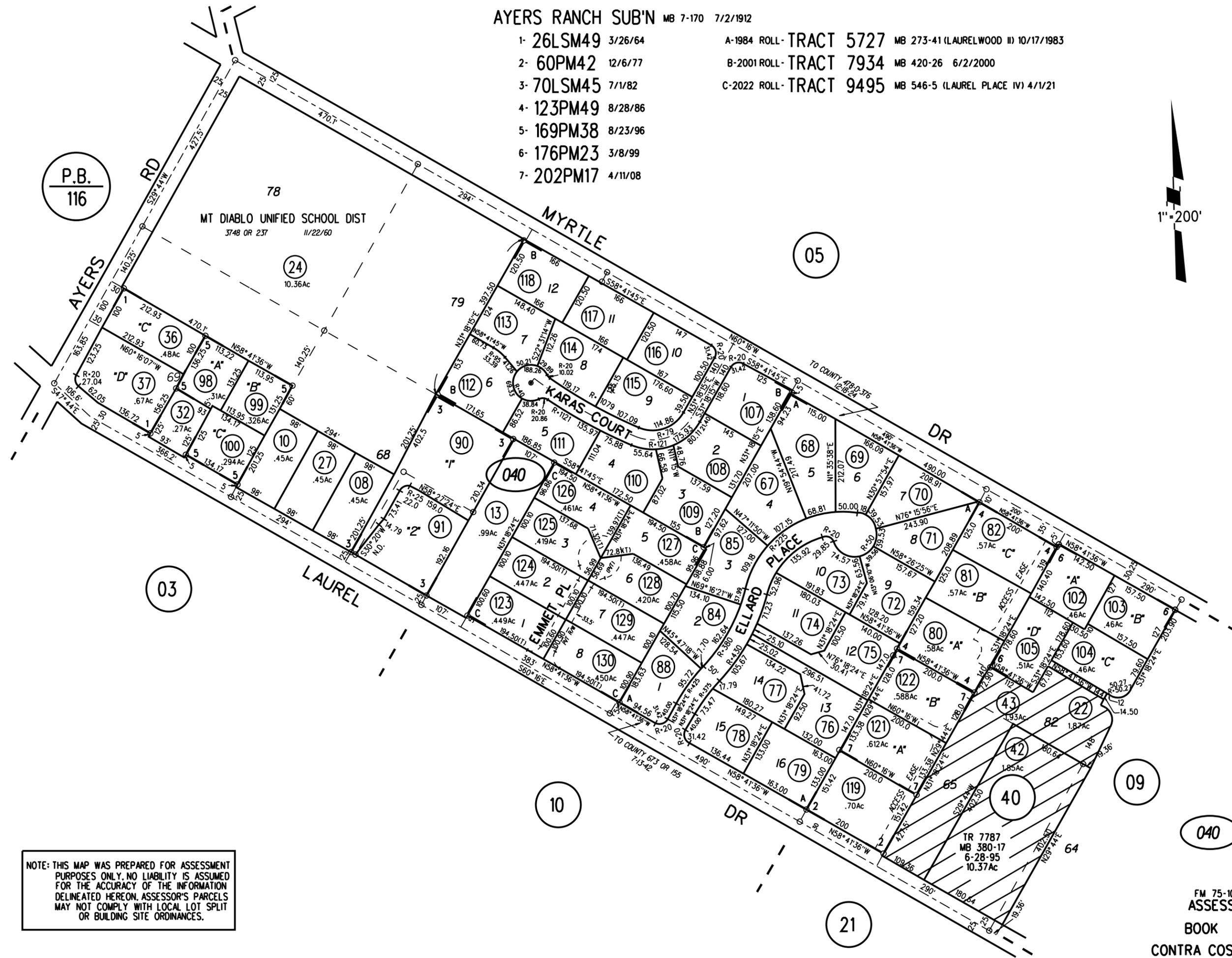


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

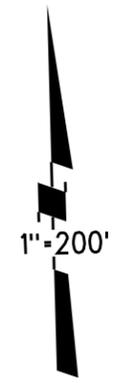
AYERS RANCH SUB'N MB 7-170 7/2/1912

- 1- 26LSM49 3/26/64
- 2- 60PM42 12/6/77
- 3- 70LSM45 7/1/82
- 4- 123PM49 8/28/86
- 5- 169PM38 8/23/96
- 6- 176PM23 3/8/99
- 7- 202PM17 4/11/08

- A-1984 ROLL - TRACT 5727 MB 273-41 (LAURELWOOD II) 10/17/1983
- B-2001 ROLL - TRACT 7934 MB 420-26 6/2/2000
- C-2022 ROLL - TRACT 9495 MB 546-5 (LAUREL PLACE IV) 4/1/21



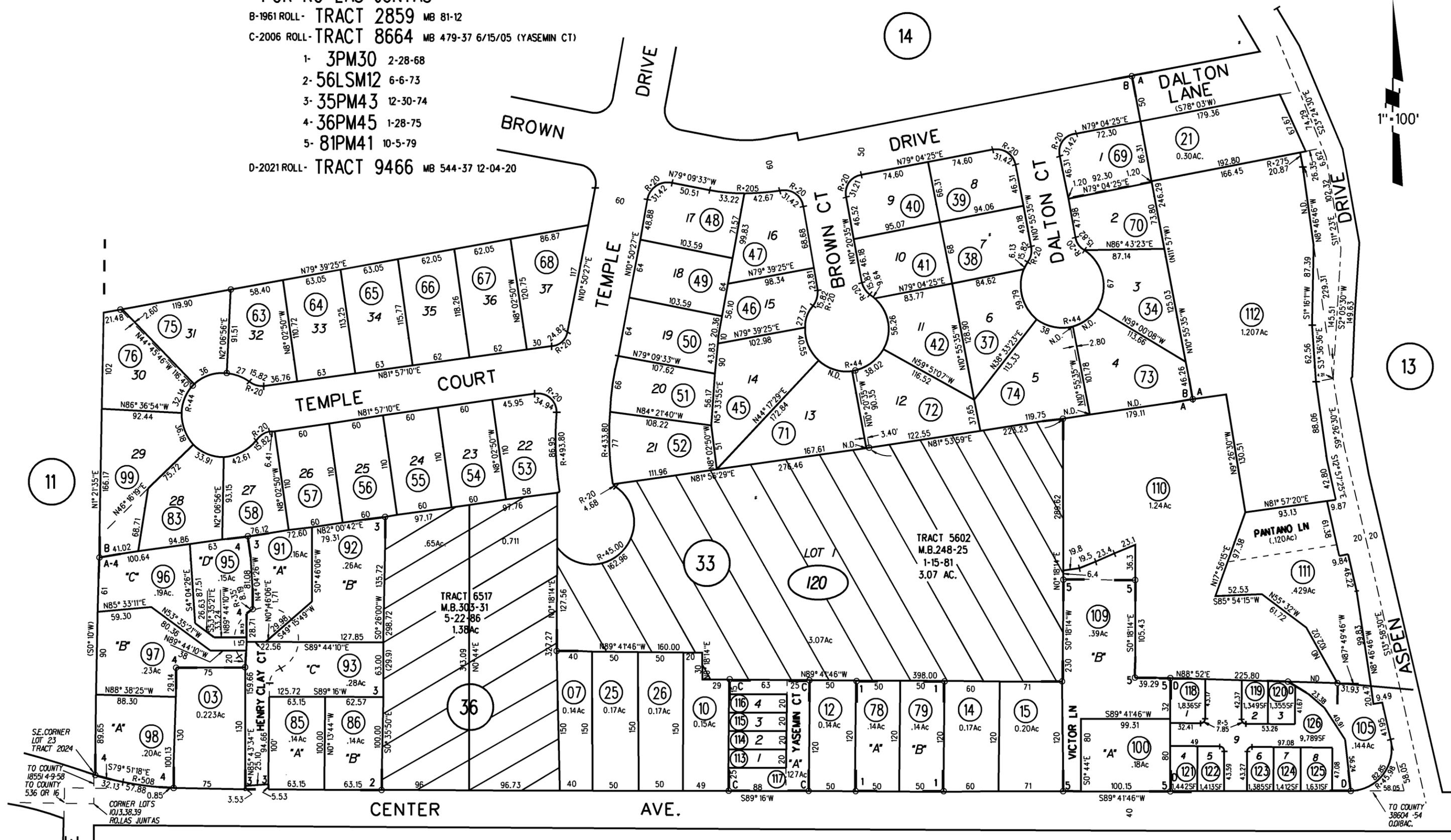
P.B.
116



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

040 TR 9495 7/01/21

A- POR RO LAS JUNTAS
 B-1961 ROLL- TRACT 2859 MB 81-12
 C-2006 ROLL- TRACT 8664 MB 479-37 6/15/05 (YASEMIN CT)
 1- 3PM30 2-28-68
 2- 56LSM12 6-6-73
 3- 35PM43 12-30-74
 4- 36PM45 1-28-75
 5- 81PM41 10-5-79
 D-2021 ROLL- TRACT 9466 MB 544-37 12-04-20



SE CORNER LOT 23 TRACT 2024
 TO COUNTY 18551-4-9-58
 TO COUNTY 536 OR 16
 CORNER LOT'S 1013.38.39 ROLAS JUNTAS

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

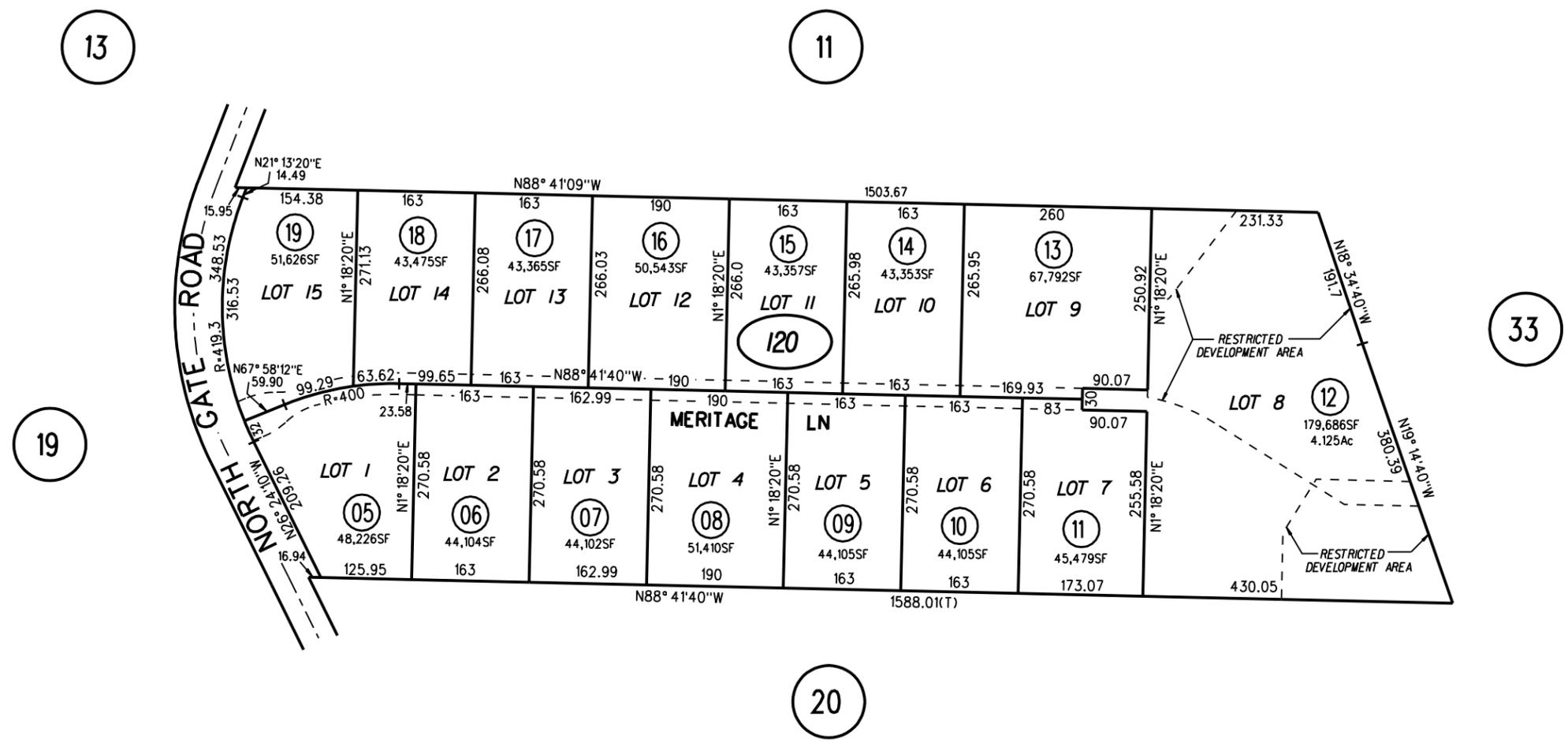
08

07

120

TR 9466
 1/12/21

(11-74)
 2-1-61 G.C.C. 52/13
 ASSESSOR'S MAP
 BOOK 125 PAGE 12
 CONTRA COSTA COUNTY, CALIF.

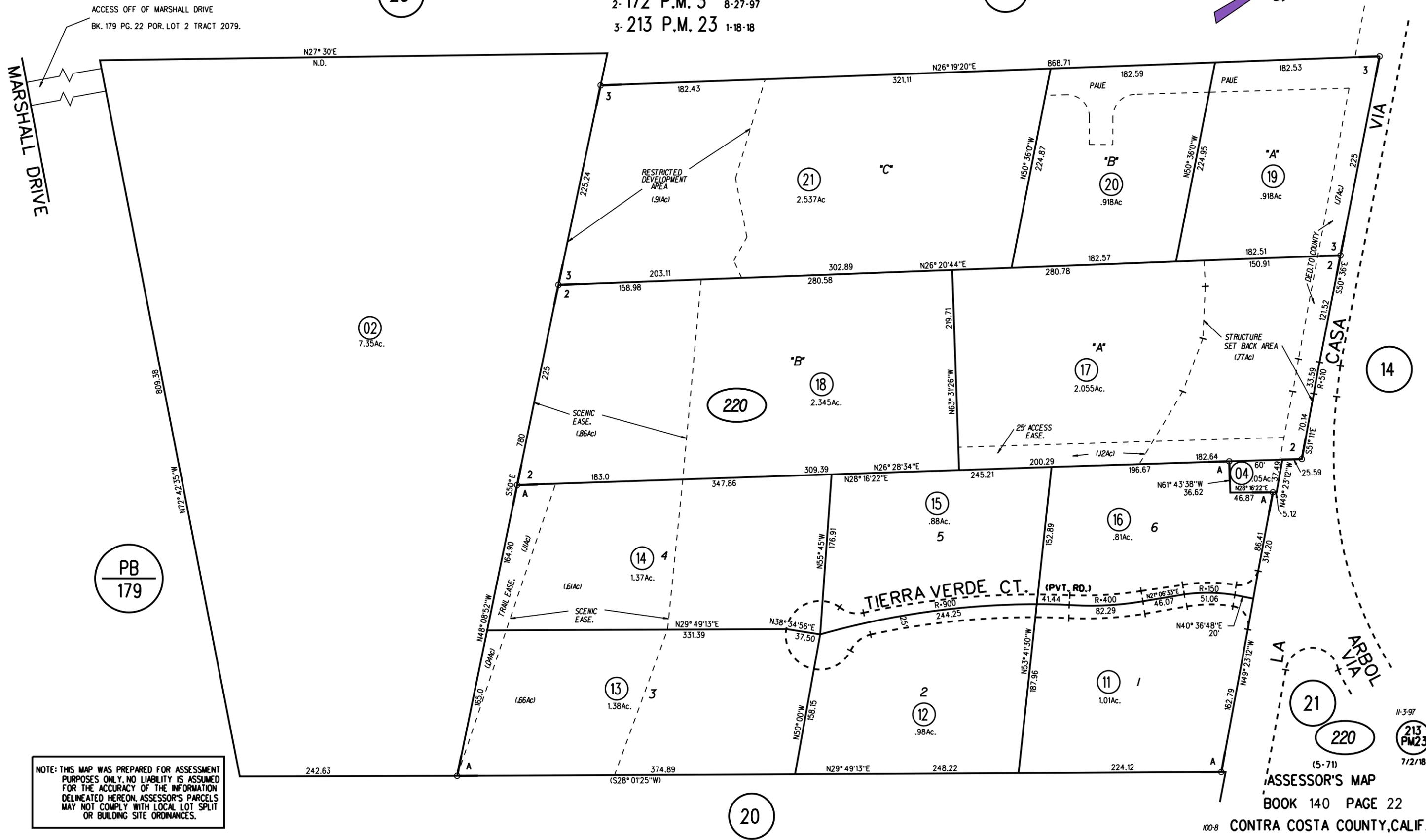
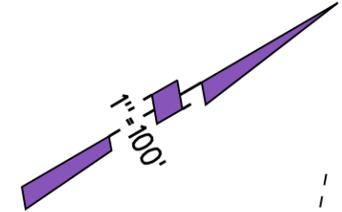


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120 TR 8824 9/23/09

RO SAN MIGUEL
NO. 4 HILL LAND

1- 40 P.M. 24 10-1-75
1986 ROLL-A- TRACT 6544 M.B. 291-22
2- 172 P.M. 3 8-27-97
3- 213 P.M. 23 1-18-18



ACCESS OFF OF MARSHALL DRIVE
BK. 179 PG. 22 POR. LOT 2 TRACT 2079.

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

PB
179

20

14

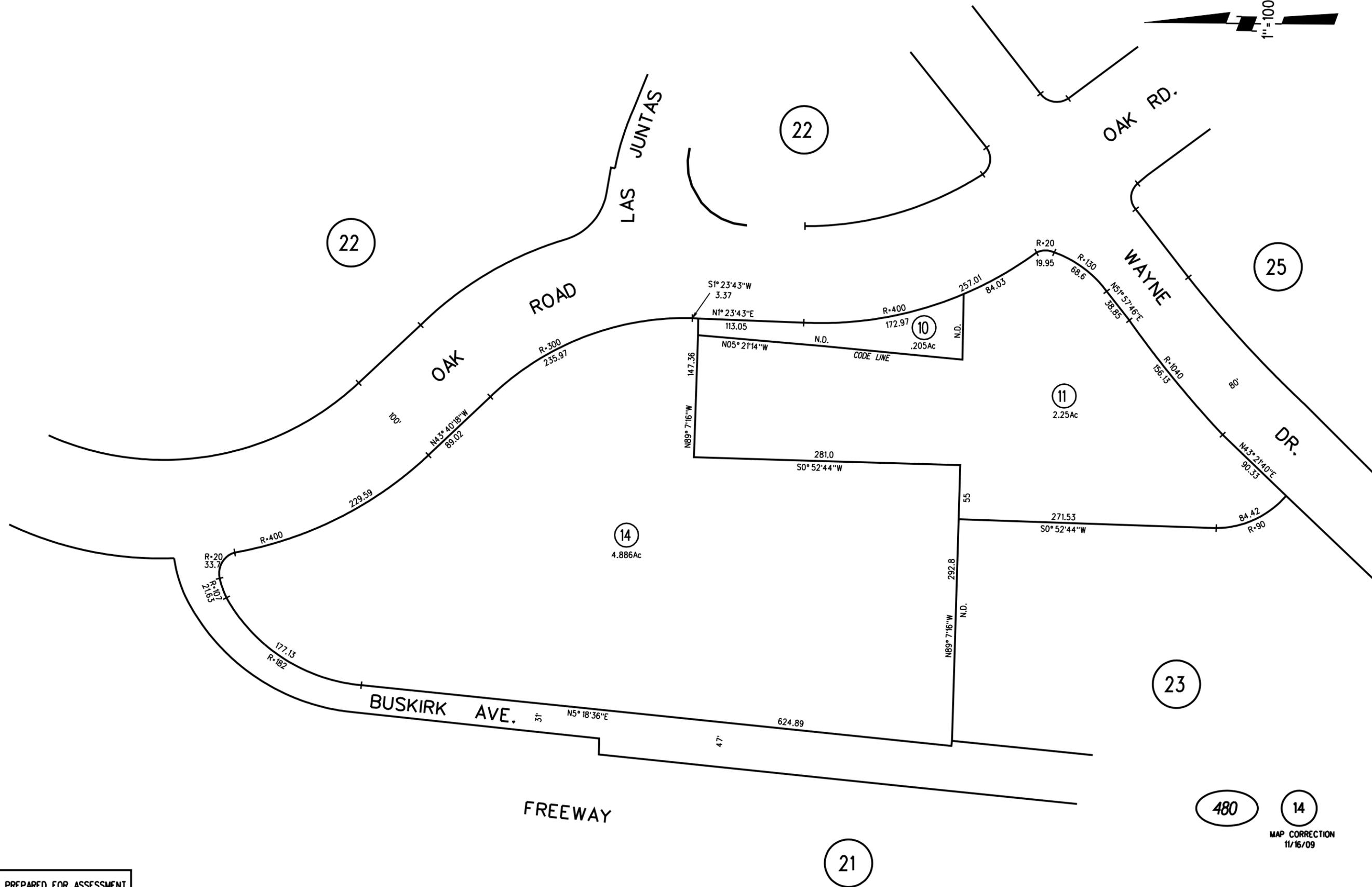
25

23

11-3-97
213
PM23
7/2/18

100-8

PORS. TR2027 & TR2147, LAS JUNTAS ESTATES, RANCHO LAS JUNTAS



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

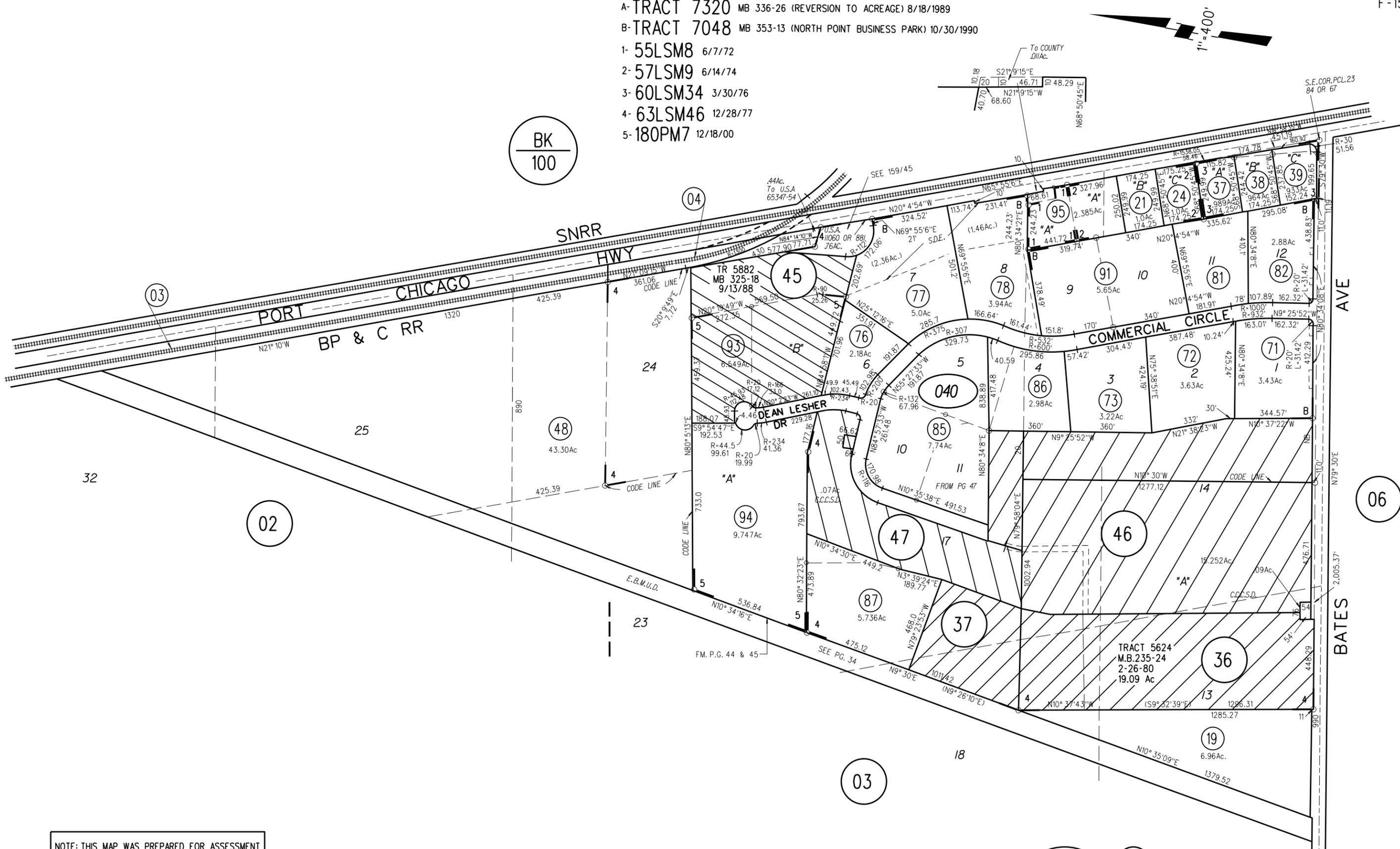
480 14
MAP CORRECTION
11/16/09

GOVERNMENT RANCH BK D-87 11/8/1884

E-15
F-15

- A- TRACT 7320 MB 336-26 (REVERSION TO ACREAGE) 8/18/1989
- B- TRACT 7048 MB 353-13 (NORTH POINT BUSINESS PARK) 10/30/1990
- 1- 55LSM8 6/7/72
- 2- 57LSM9 6/14/74
- 3- 60LSM34 3/30/76
- 4- 63LSM46 12/28/77
- 5- 180PM7 12/18/00

BK
100



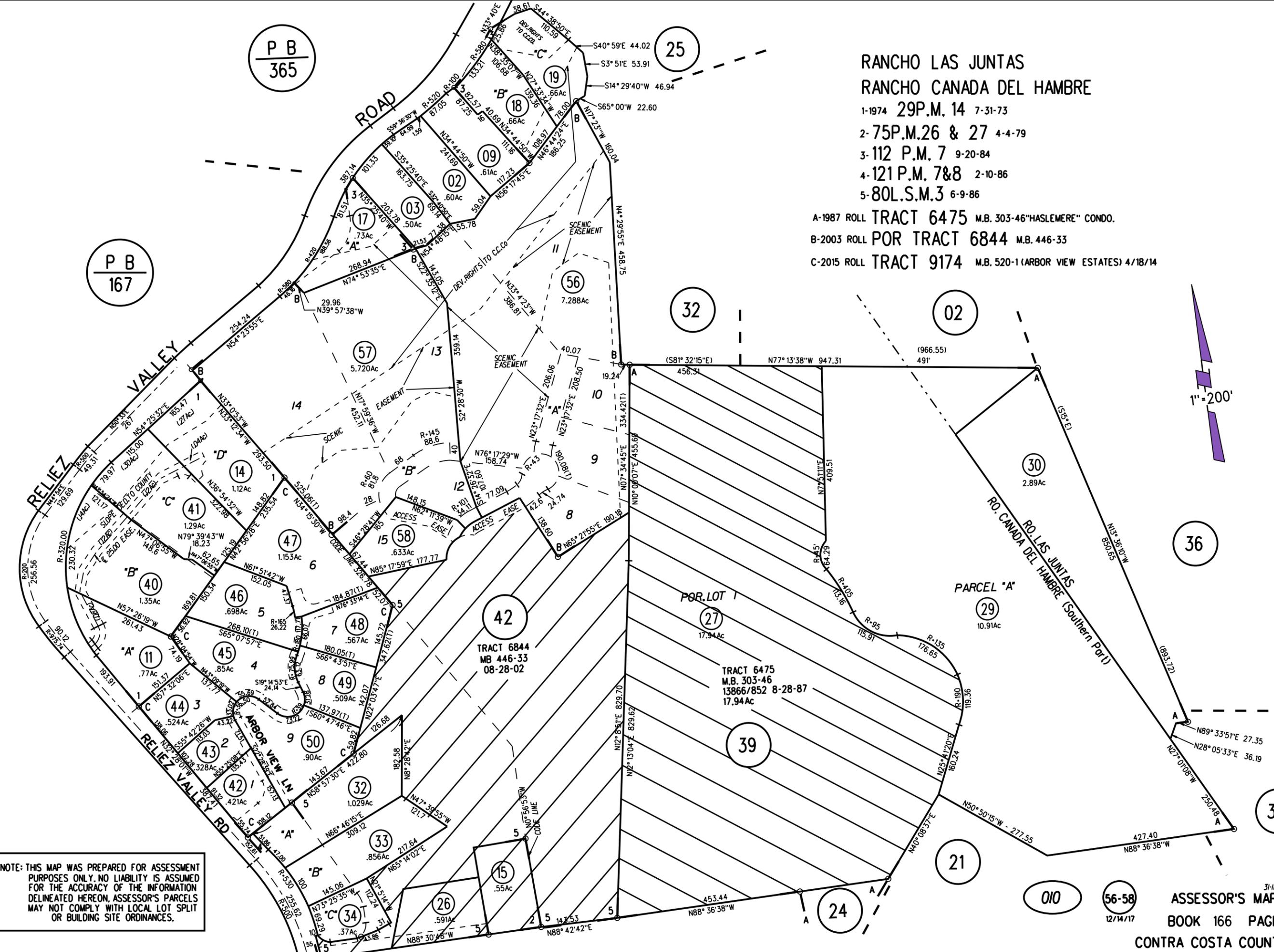
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

040
95
07/28/14

**RANCHO LAS JUNTAS
RANCHO CANADA DEL HAMBRE**

- 1-1974 29P.M. 14 7-31-73
- 2-75P.M.26 & 27 4-4-79
- 3-112 P.M. 7 9-20-84
- 4-121 P.M. 7&8 2-10-86
- 5-80L.S.M.3 6-9-86

A-1987 ROLL TRACT 6475 M.B. 303-46"HASLEMERE" CONDO.
 B-2003 ROLL POR TRACT 6844 M.B. 446-33
 C-2015 ROLL TRACT 9174 M.B. 520-1 (ARBOR VIEW ESTATES) 4/18/14



P B
167

P B
365

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32

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36

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39

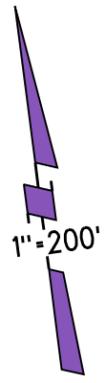
21

24

010

56-58
12/14/17

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.



RANCHO CANADA DEL HAMBRE

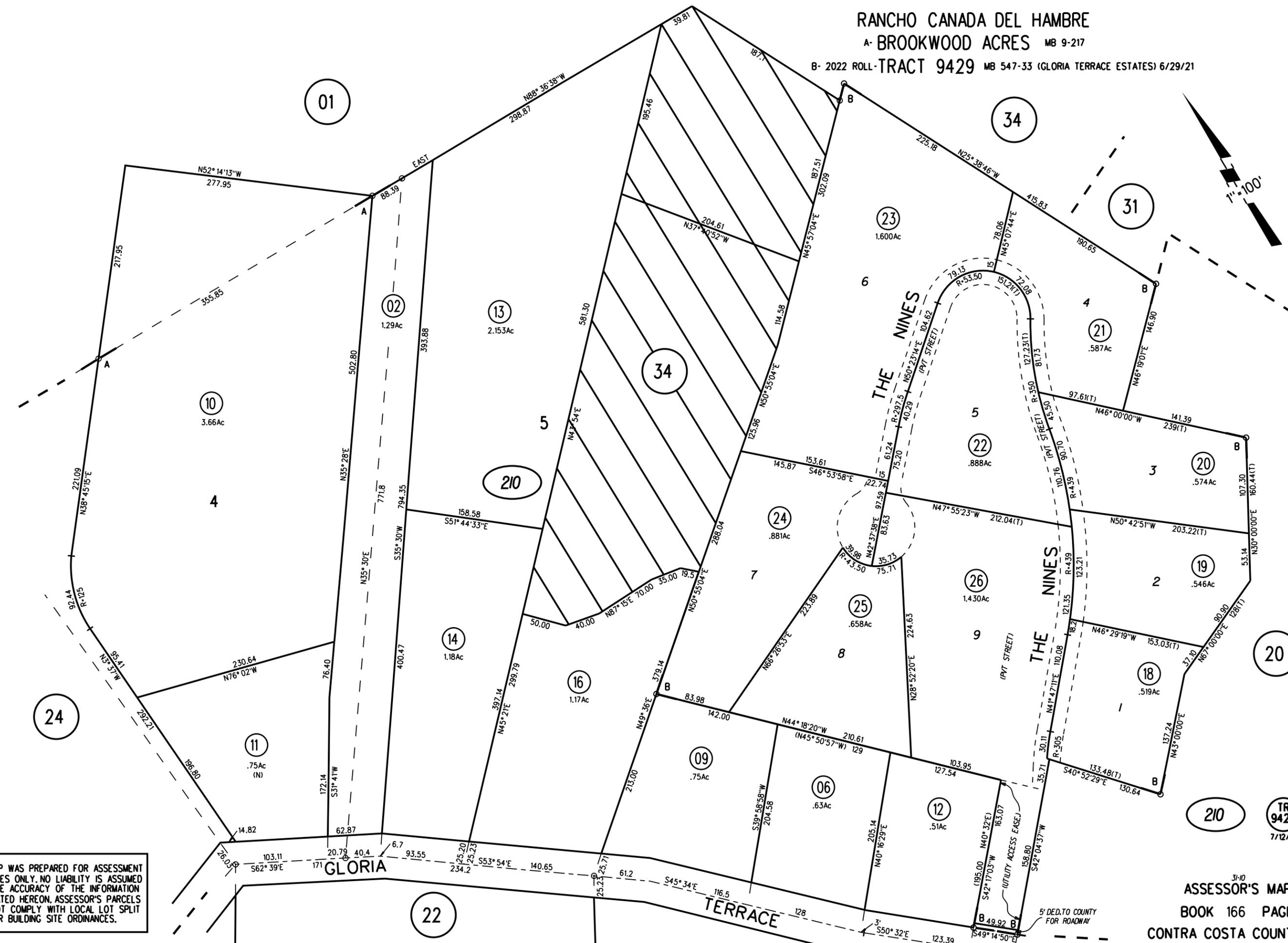
A- BROOKWOOD ACRES MB 9-217

B- 2022 ROLL-TRACT 9429 MB 547-33 (GLORIA TERRACE ESTATES) 6/29/21

1"=100'

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

ASSESSOR'S MAP
BOOK 166 PAGE 21
CONTRA COSTA COUNTY, CALIF.



01

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210

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06

12

22

210

TR 9429

7/12/21

GLORIA

TERRACE

THE NINES

THE NINES

PVT STREET

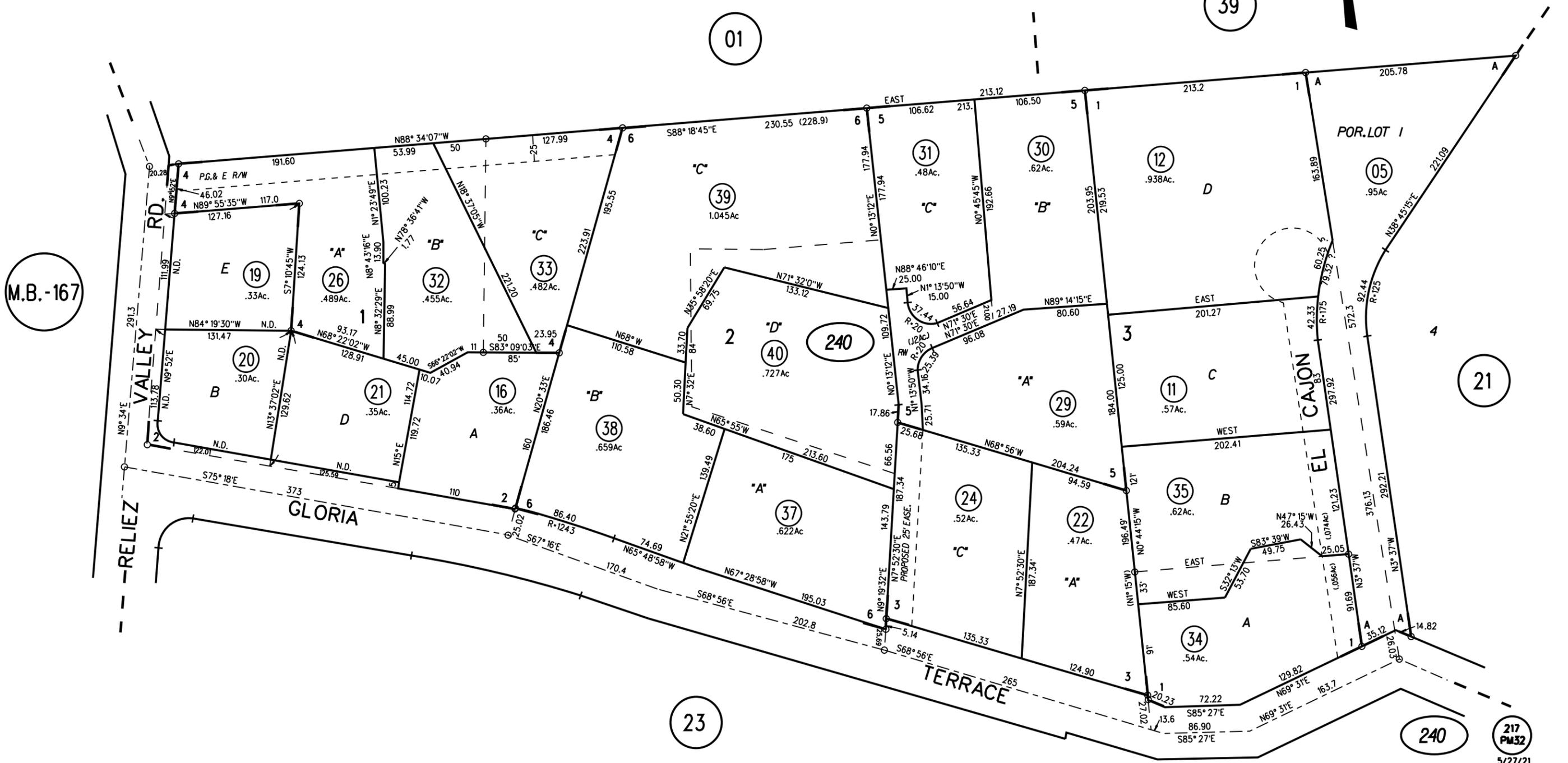
(UTILITY ACCESS EASE)

5' DED. TO COUNTY FOR ROADWAY

BROOKWOOD ACRES M.B. 9-217
 A- POR.LOT 1 TRACT 6475 MB 303-46 "HASLEMERE" CONDO.

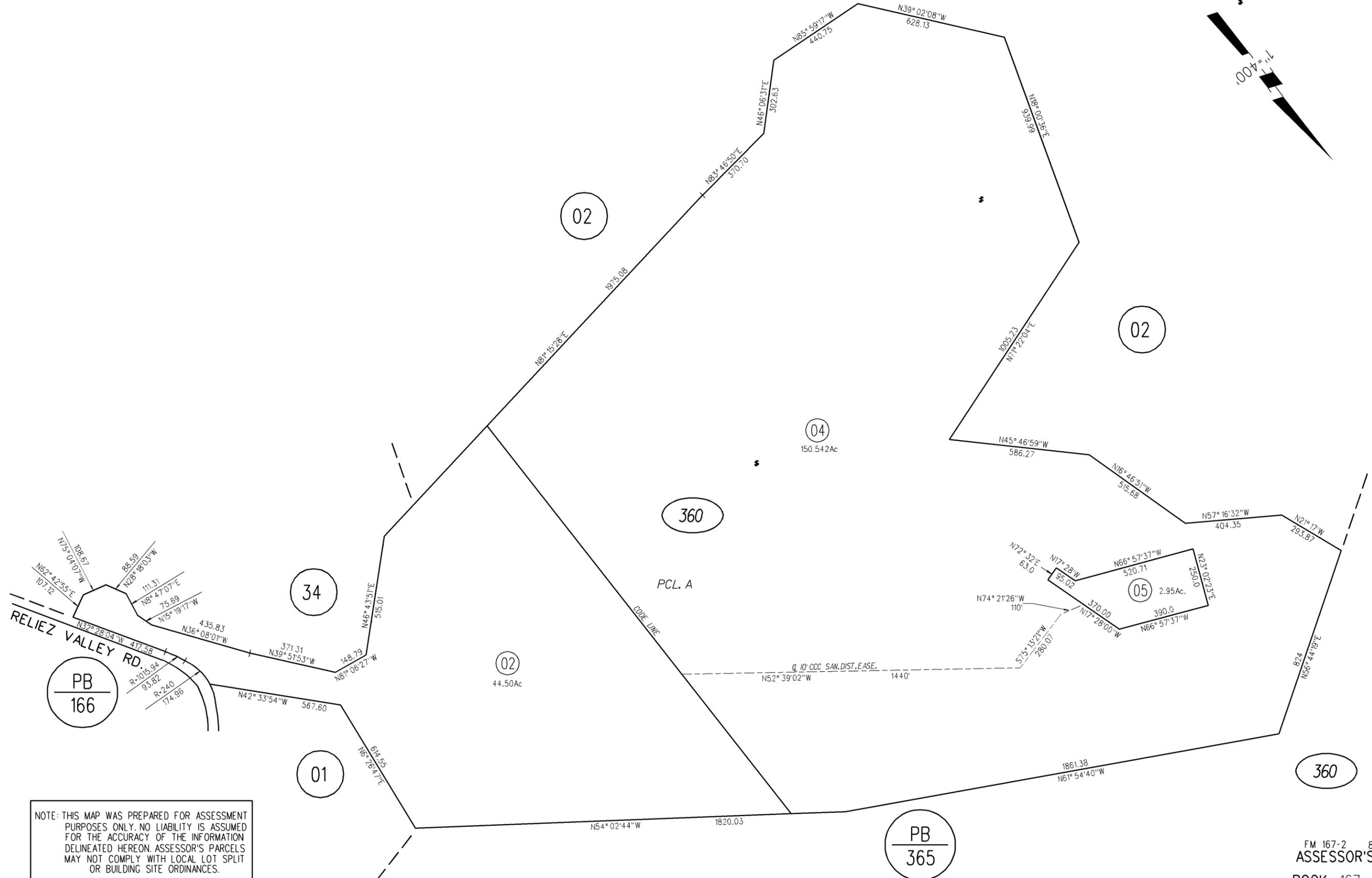
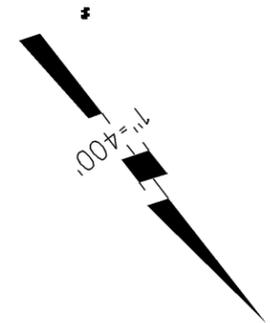
- 1- 35LSM18 6-16-65
- 2- 38LSM38 12-7-65
- 3- 26PM43 3-6-73
- 4- 80PM32 9-7-79
- 5- 86PM42 6-12-80
- 6- 217PM32 4-28-21

1" = 100'



M.B. -167

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

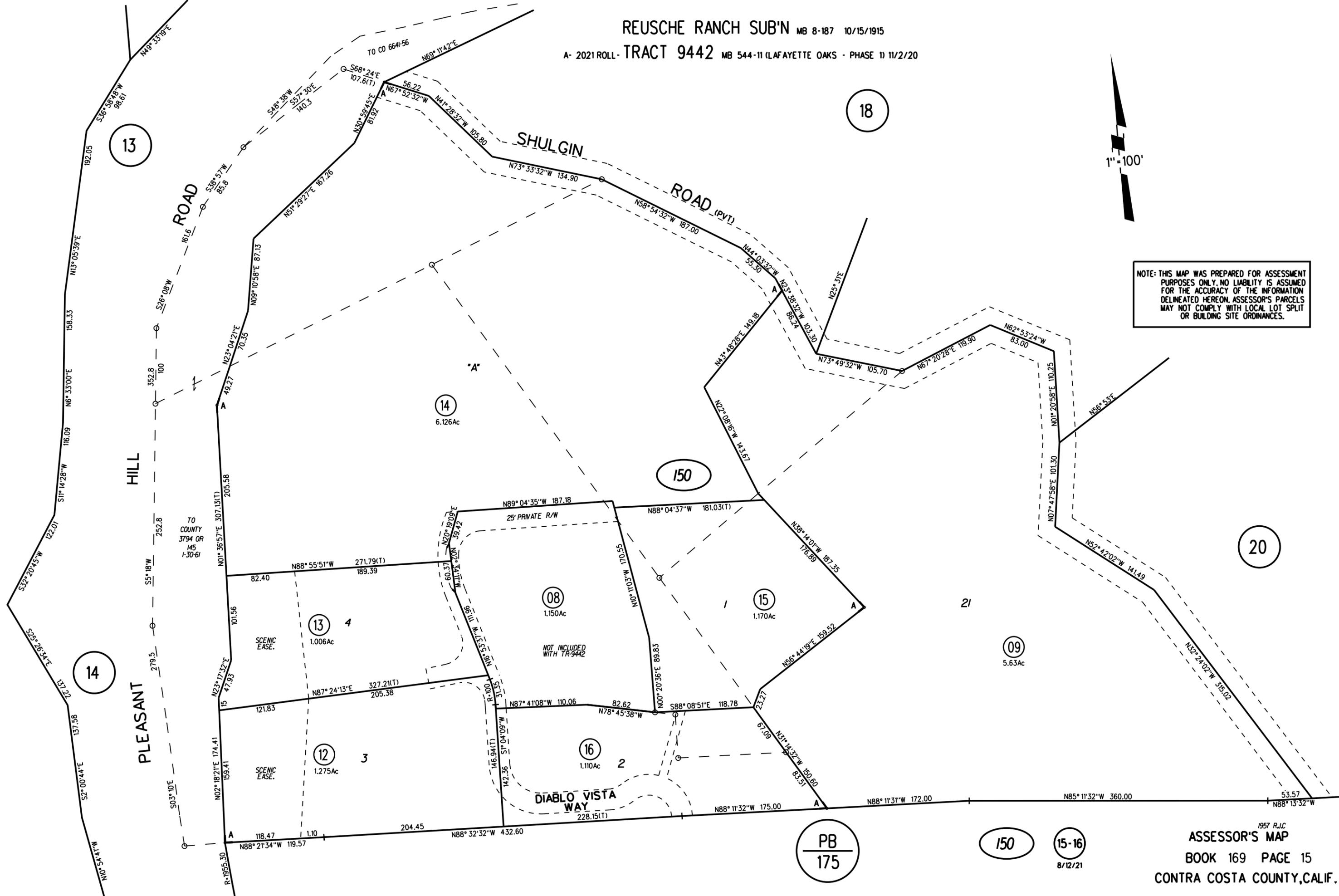


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

REUSCHE RANCH SUB'N MB 8-187 10/15/1915
 A- 2021 ROLL - TRACT 9442 MB 544-11 (LAFAYETTE OAKS - PHASE 1) 11/2/20



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

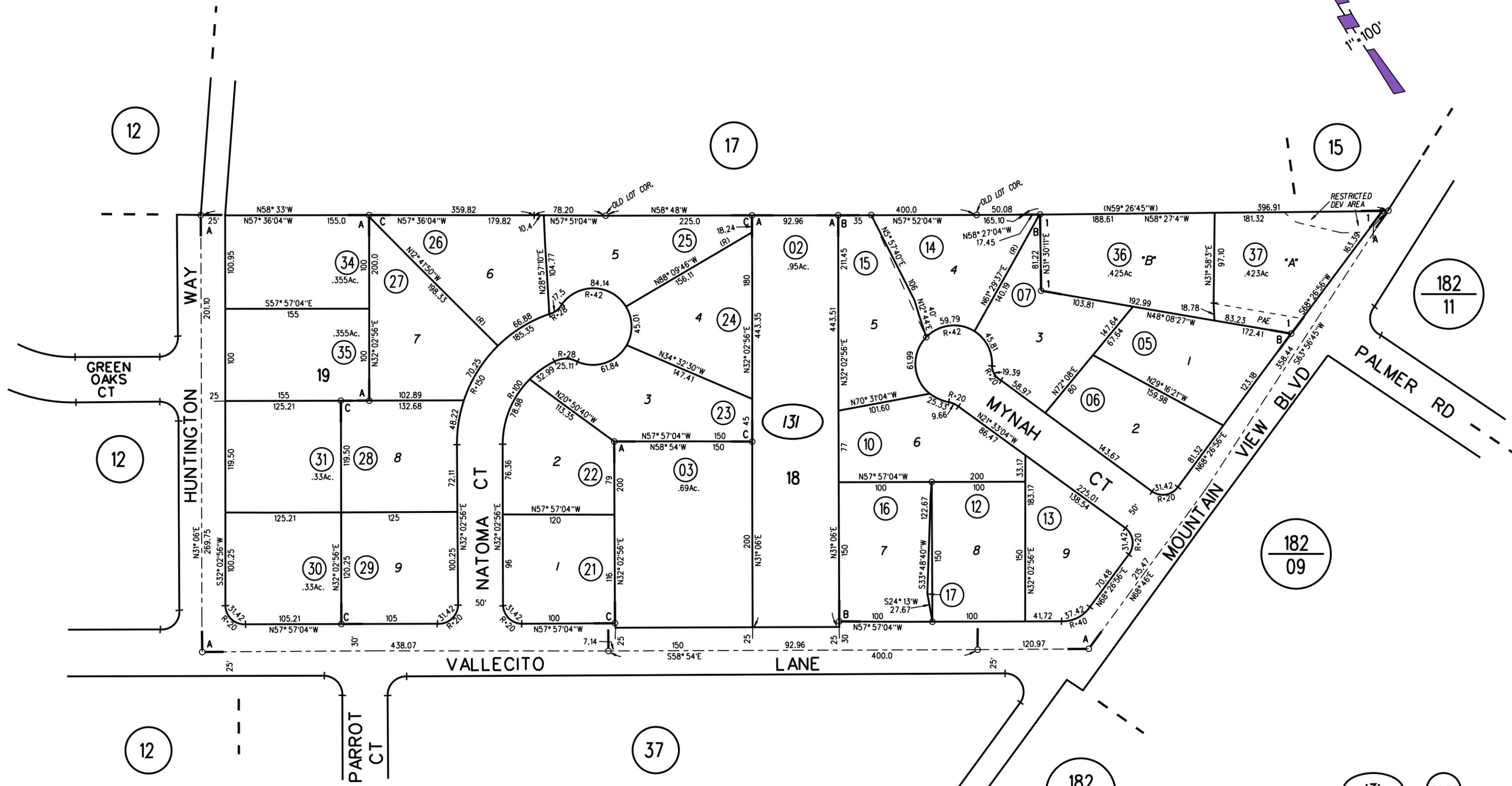
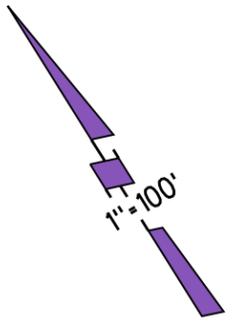


A- NORRIS ADD'N TO WALNUT HEIGHTS M.B. 7-174

1- 212PM7 1-5-17

B- TRACT 2621 (POLLY ACRES) M.B. 70-13

C- TRACT 3121 M.B.93-46



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

131 36.37
7/25/17

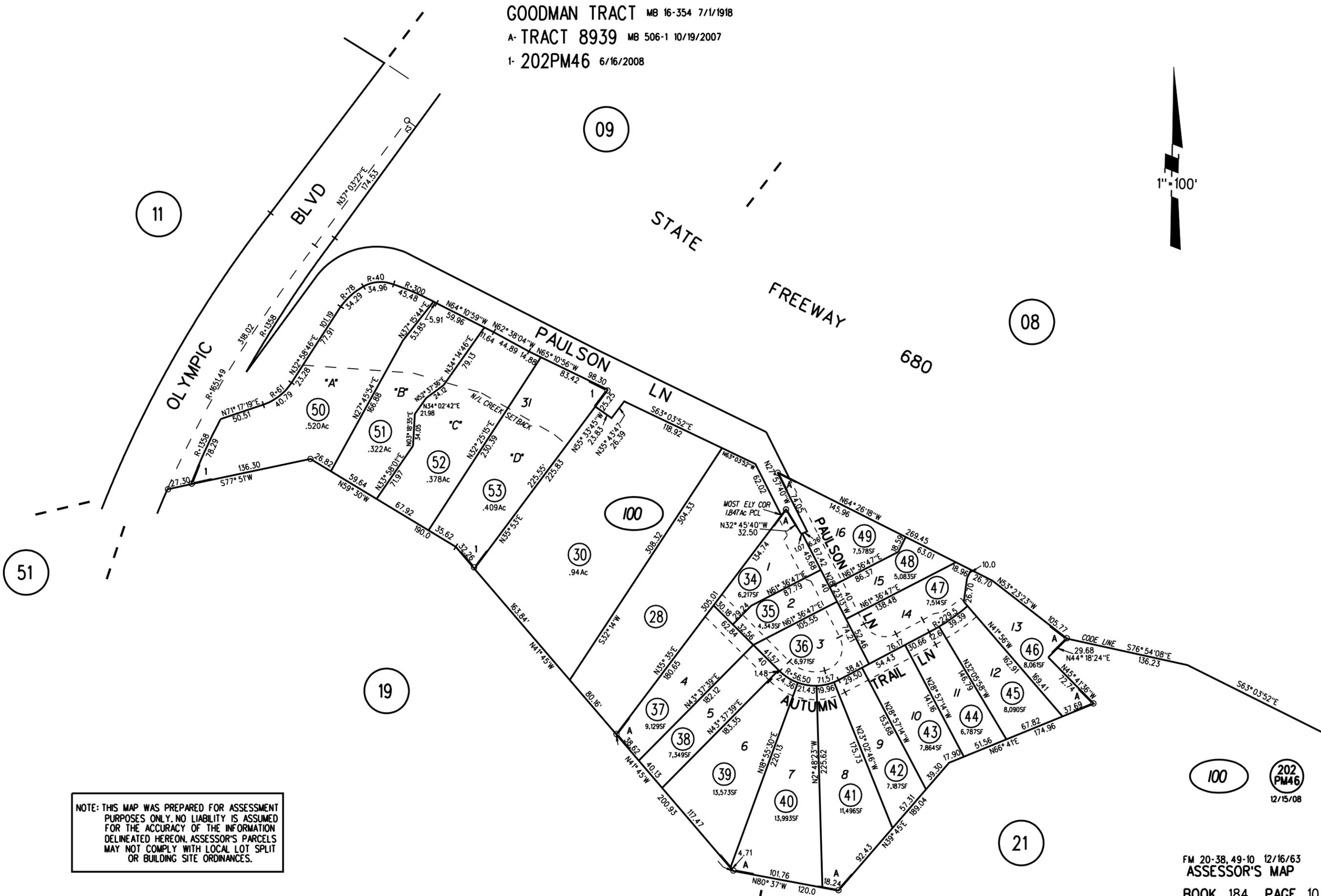
3-31-77 E.F.H.
ASSESSOR'S MAP
BOOK 180 PAGE 13
CONTRA COSTA COUNTY, CALIF.

Sanborn Date : 26/03/1999

GOODMAN TRACT MB 16-354 7/1/1918

A- TRACT 8939 MB 506-1 10/19/2007

1- 202PM46 6/16/2008



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

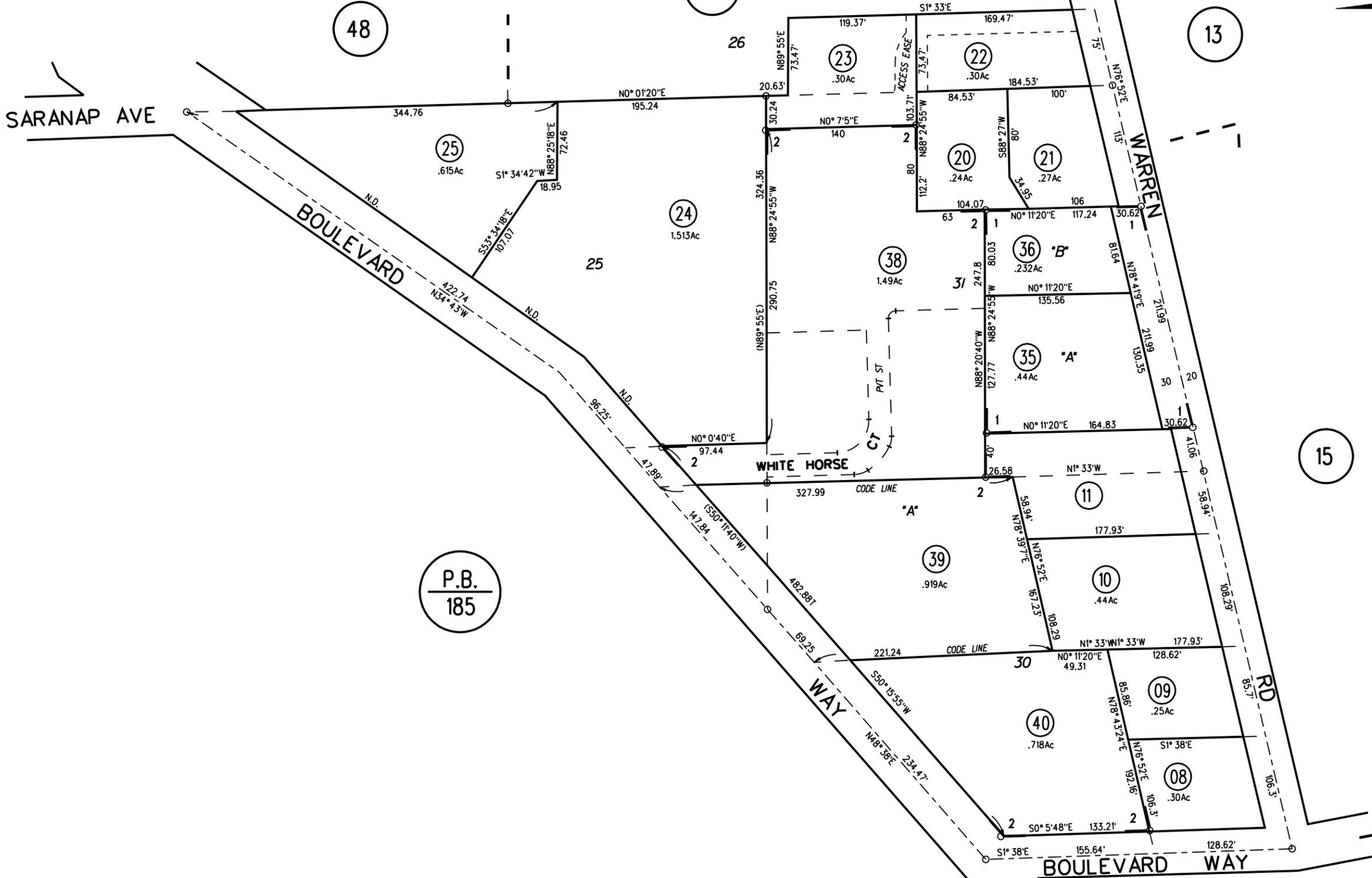
100 202 PM46 12/15/08

FM 20-38, 49-10 12/16/63
ASSESSOR'S MAP
BOOK 184 PAGE 10
CONTRA COSTA COUNTY, CALIF.

FLORALAND TRACT MB 10-241

1- 193PM4 4/26/05

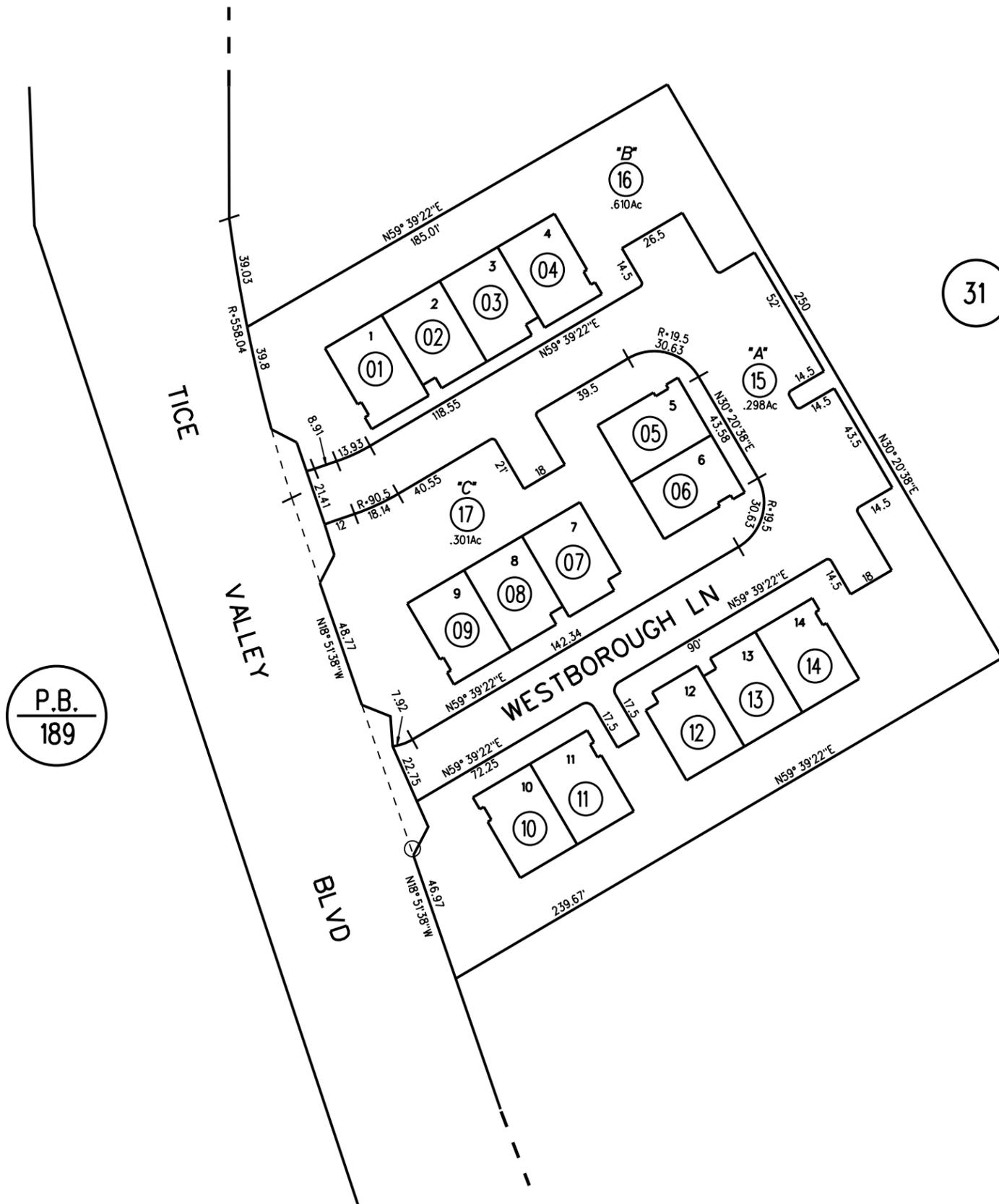
2- 207PM26 5/30/12



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

P.B. 185

450 207 PM26 9/20/12



P.B.
189

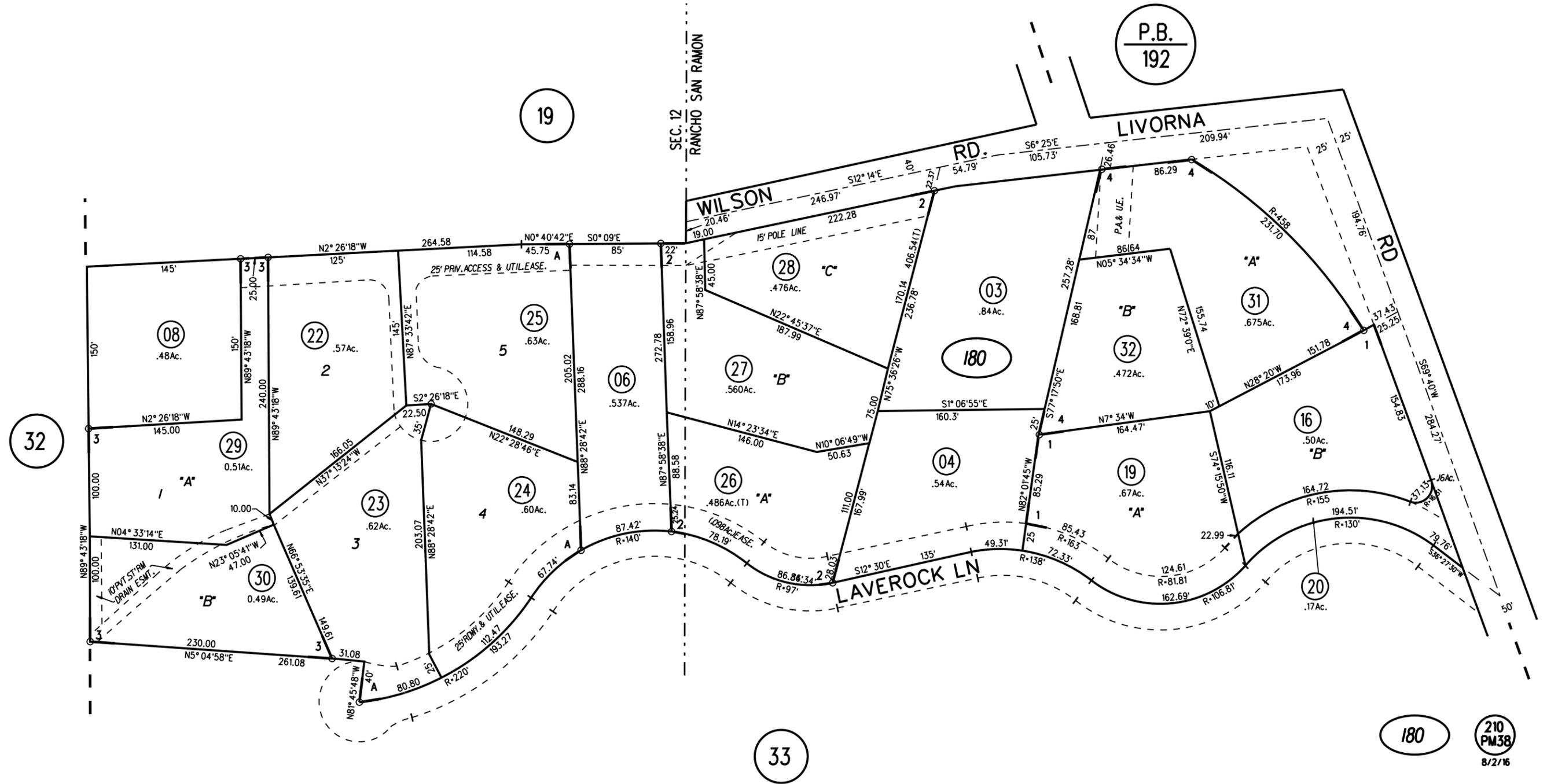
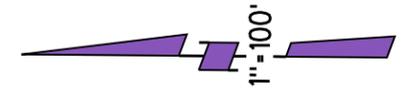


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

590

RANCHO SAN RAMON
 N. 1/2 SEC. 12 T. 1S., R. 2W., M.D.B.&M.

- 1- RECORD OF SURVEY 34 L.S.M.45 6-2-65
 A-1988 ROLL- TRACT 6859 M.B. 316-30
 2- 133 P.M. 17 5-11-88
 3- 159 P.M.38 9-18-92
 4- 210 P.M.38 2-16-16



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

SEC 6 & 7 T1S R1W MDB&M

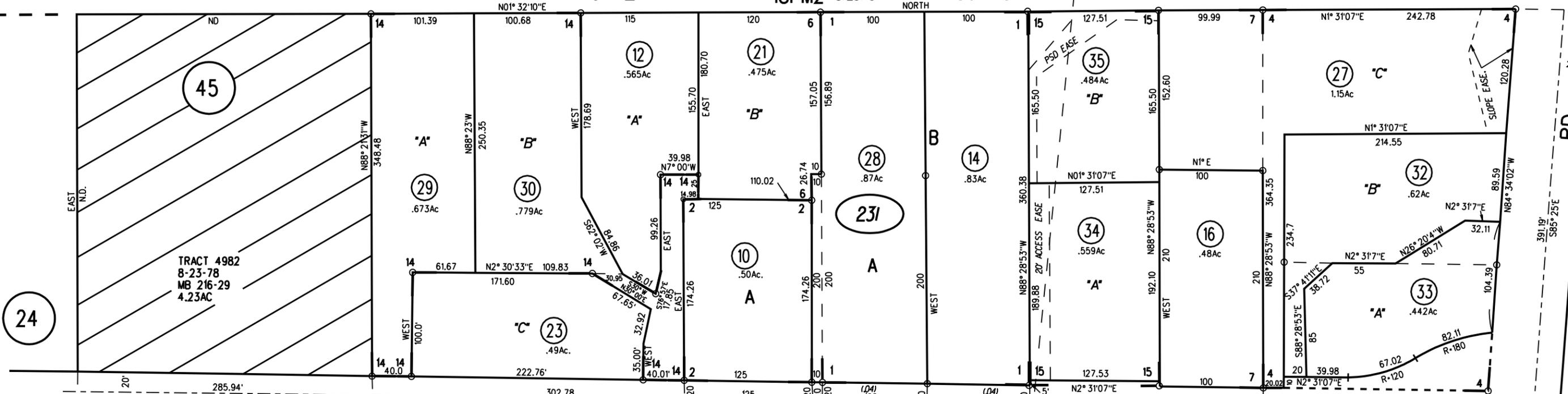
- 2- 39LSM28 1/9/1966
- 3- 5PM42 10/1/1968
- 4- 6PM27 12/12/1968
- 6- 3PM22 4/22/1968
- 7- 5PM21 9/11/1968
- 8- 18PM2 8/25/1971

- 9- 44LSM30 8/25/19
- 10- 32PM10 1/25/1974
- 11- 48PM43 10/1/1976
- 12- 59PM3 10/28/1977

- 13- 83PM37 1/8/1980
- 14- 115PM34 4/30/1985
- 15- 205PM48 12/23/2010



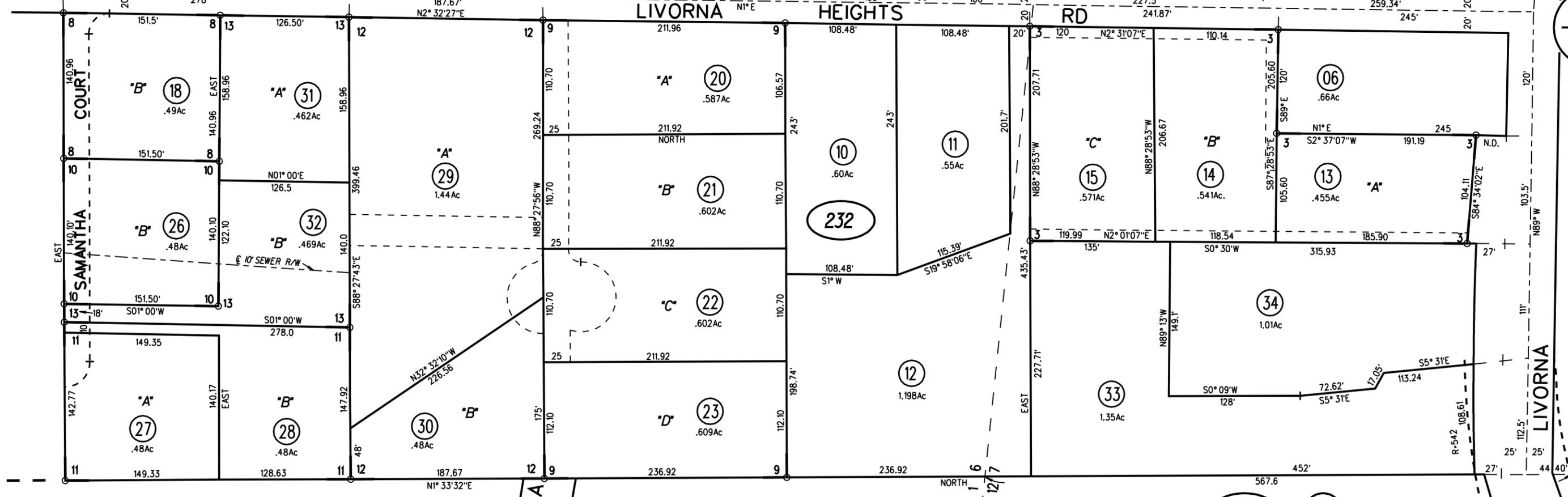
25



24

PB 192

LIVORNA HEIGHTS RD



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

30

APPALUSA DR

29

231
232

205 PM48
1/31/11

ASSESSOR'S MAP
BOOK 187 PAGE 23
CONTRA COSTA COUNTY, CALIF.

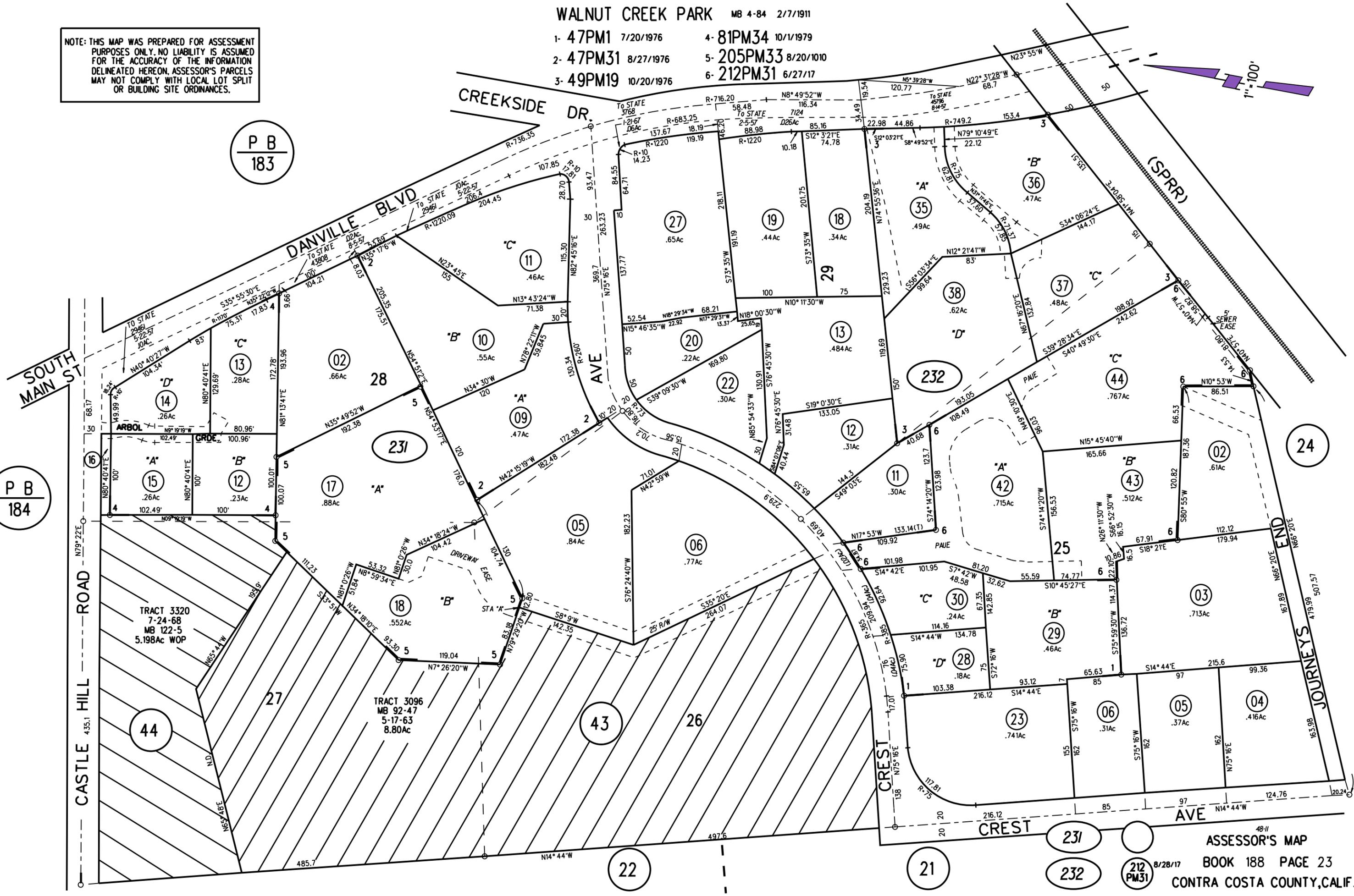
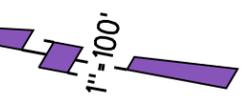
WALNUT CREEK PARK MB 4-84 2/7/1911

- 1- 47PM1 7/20/1976
- 2- 47PM31 8/27/1976
- 3- 49PM19 10/20/1976
- 4- 81PM34 10/1/1979
- 5- 205PM33 8/20/1010
- 6- 212PM31 6/27/17

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

P B
183

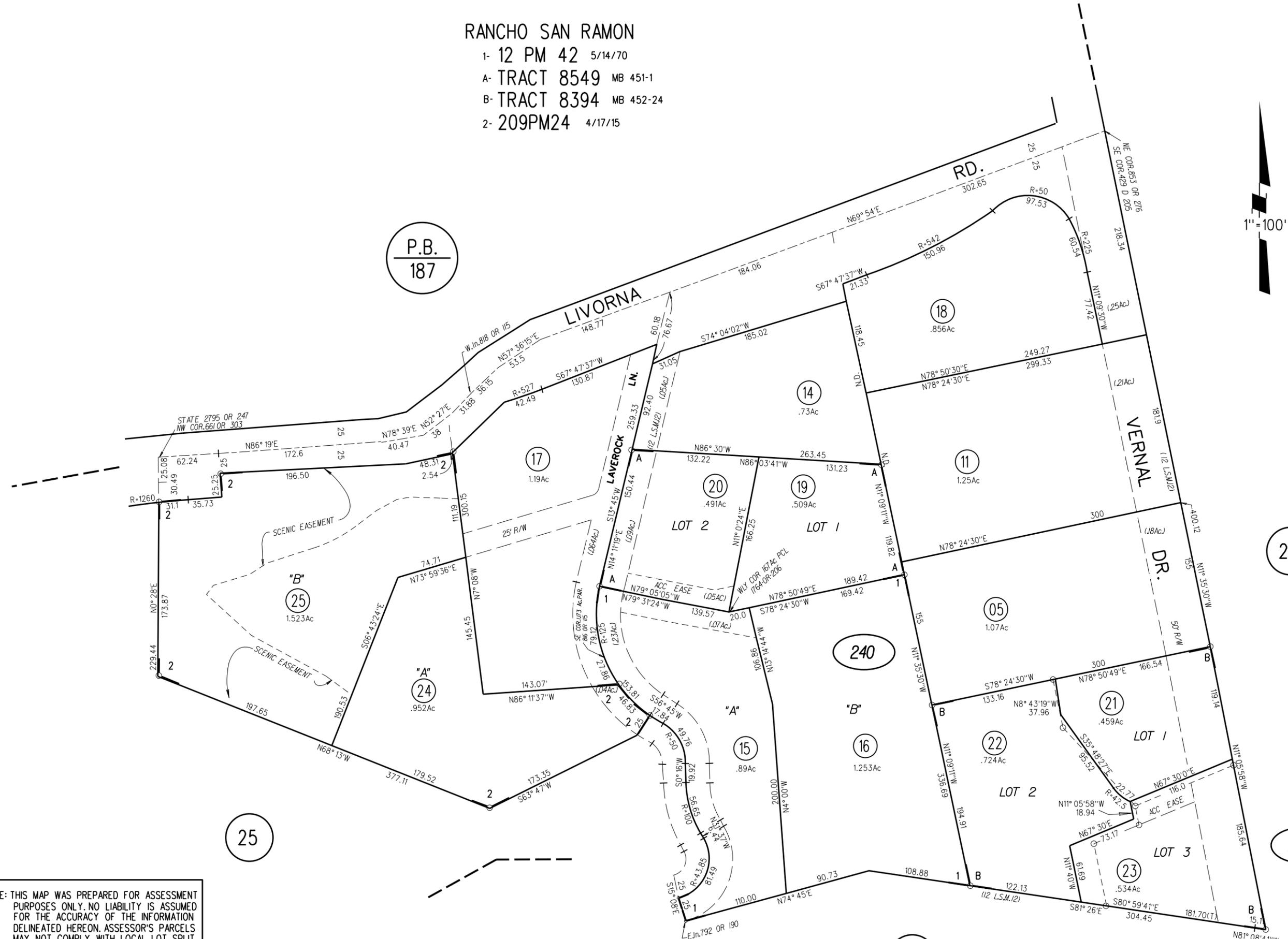
P B
184



RANCHO SAN RAMON

- 1- 12 PM 42 5/14/70
- A- TRACT 8549 MB 451-1
- B- TRACT 8394 MB 452-24
- 2- 209PM24 4/17/15

P.B.
187



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

A - POR. RANCHO SAN RAMON
 B - BOLLA ACRES UNIT NO. 3 MB 50-17
 C - 1976 ROLL TRACT 4769 MB 179-44

1- 178 P.M.50 6-12-00
 2- 216 P.M.18 7-7-20

09

10

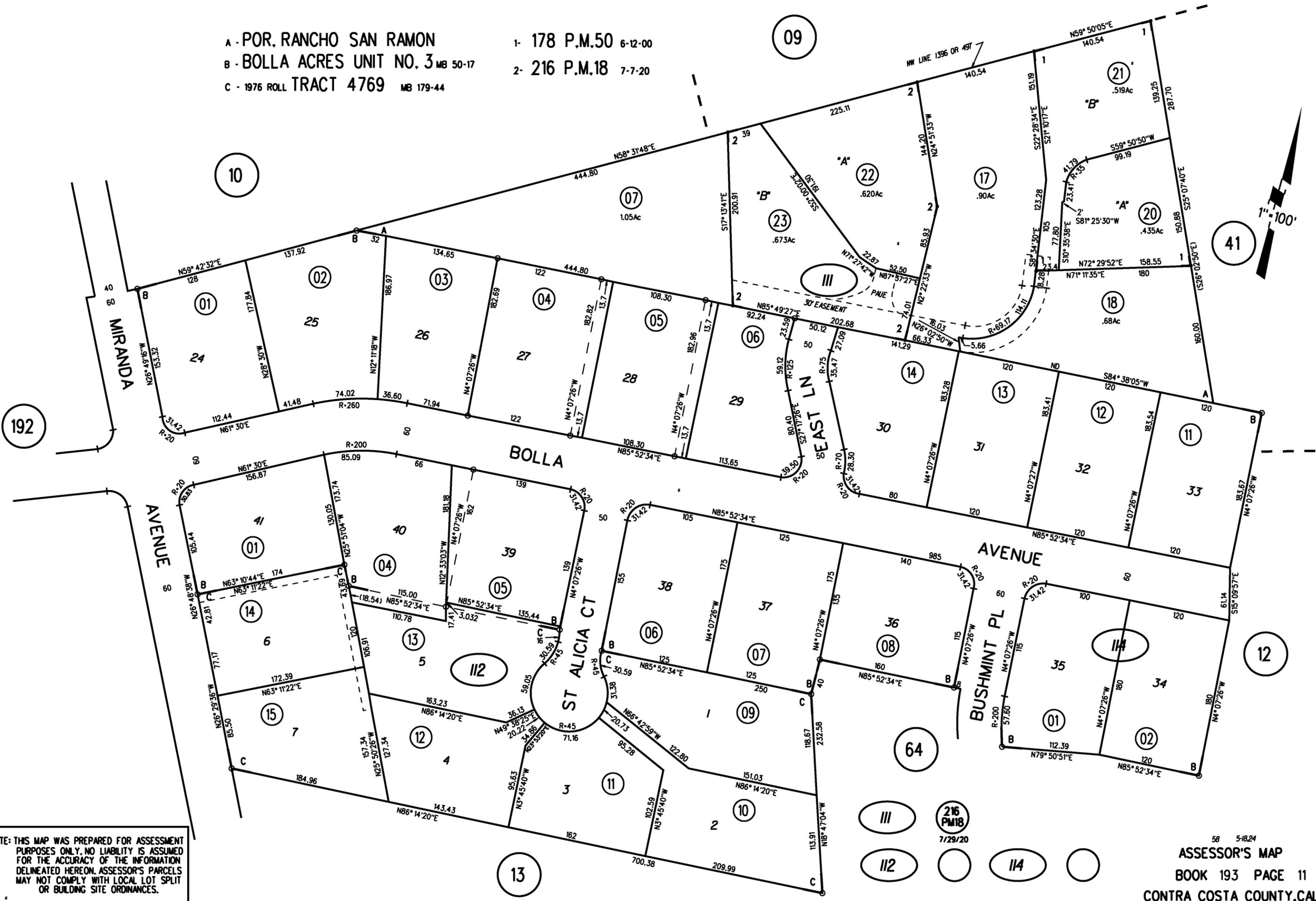
41

192

12

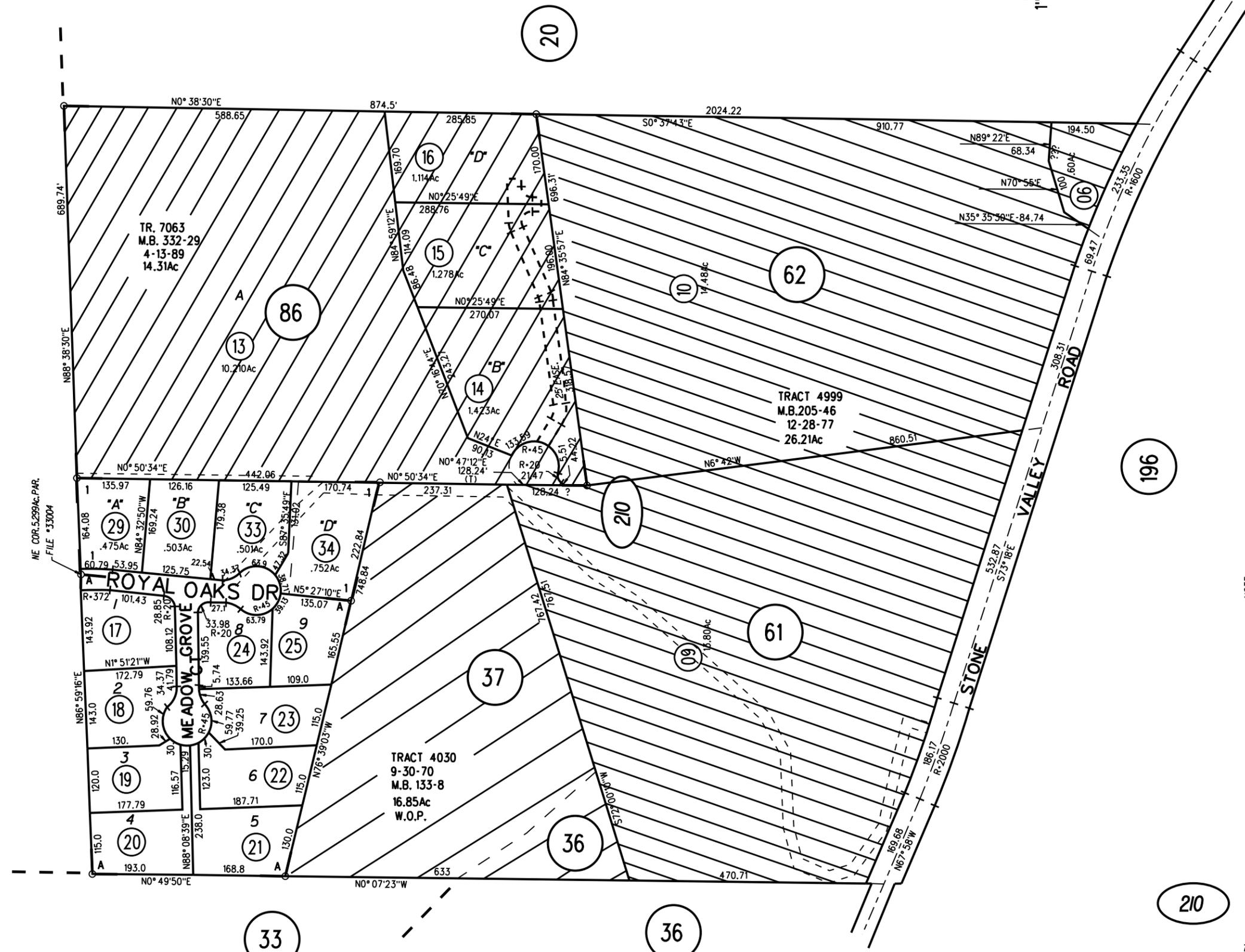
NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

58 5-18-24
 ASSESSOR'S MAP
 BOOK 193 PAGE 11
 CONTRA COSTA COUNTY, CALIF.



POR. NE 1/4 SEC. 17 T1S R1W MDBM

A-1989 TRACT 7062 M.B.329-5
1- 213PM42 4-10-18



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

NOTE: ACTUAL ROAD WIDTHS UNKNOWN

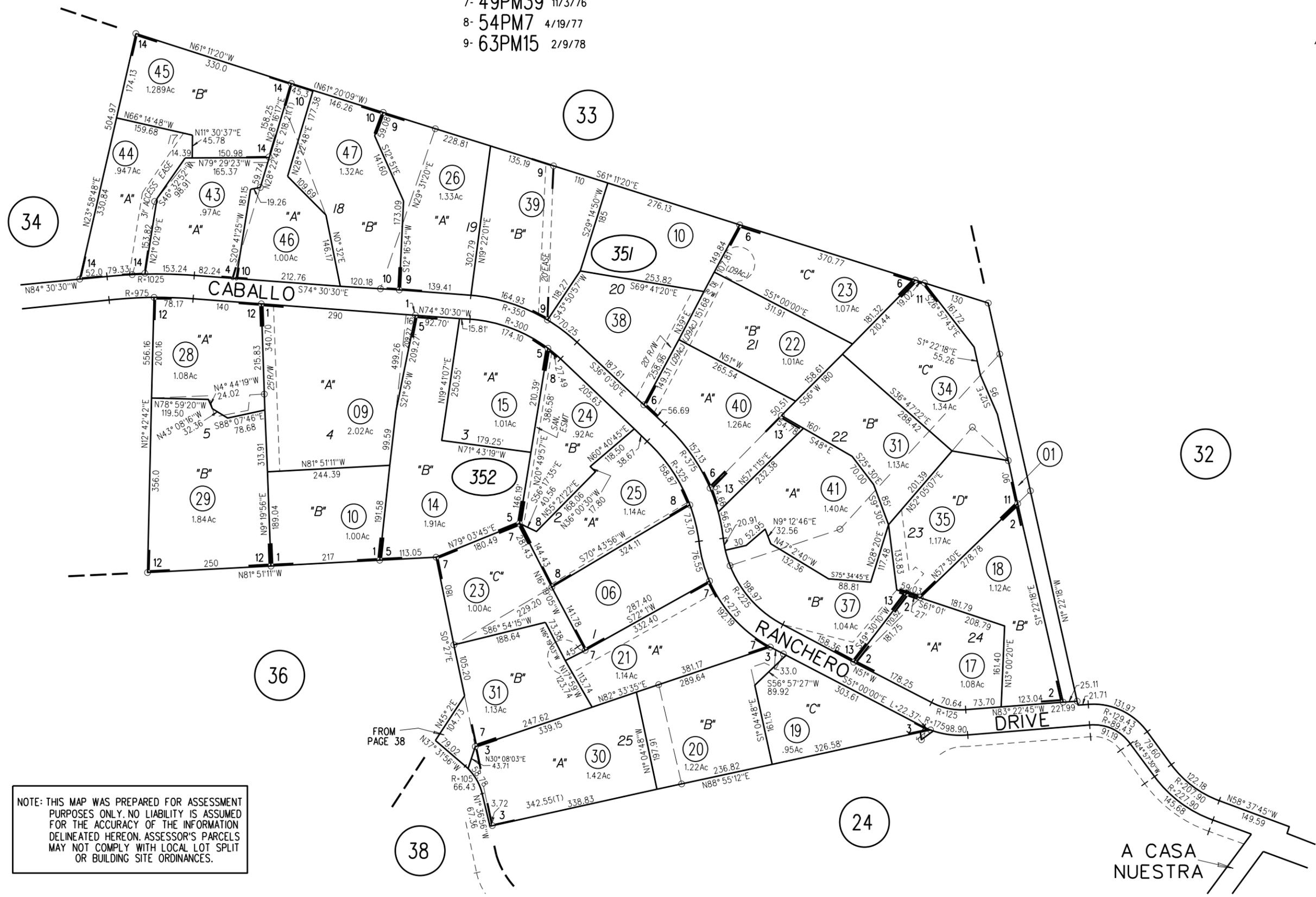
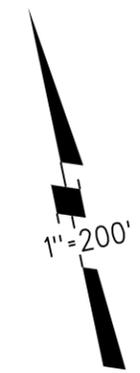
210 33.34
4/4/19

7-26-89

ASSESSOR'S MAP
BOOK 193 PAGE 21

MT DIABLO ESTATE PARK SUB'N UNIT NO 3 MB 49-7 12/12/1952

- 1- 20PM8 12/23/71
- 2- 45LSM30 11/17/66
- 3- 20PM46 2/14/72
- 4- 25PM40 12/19/72
- 5- 30PM28 10/10/73
- 6- 34PM5 6/3/74
- 7- 49PM39 11/3/76
- 8- 54PM7 4/19/77
- 9- 63PM15 2/9/78
- 10- 77PM16 5/23/79
- 11- 77PM44 6/15/79
- 12- 90PM25 10/23/80
- 13- 153PM41 8/9/91
- 14- 202PM8 3/18/08

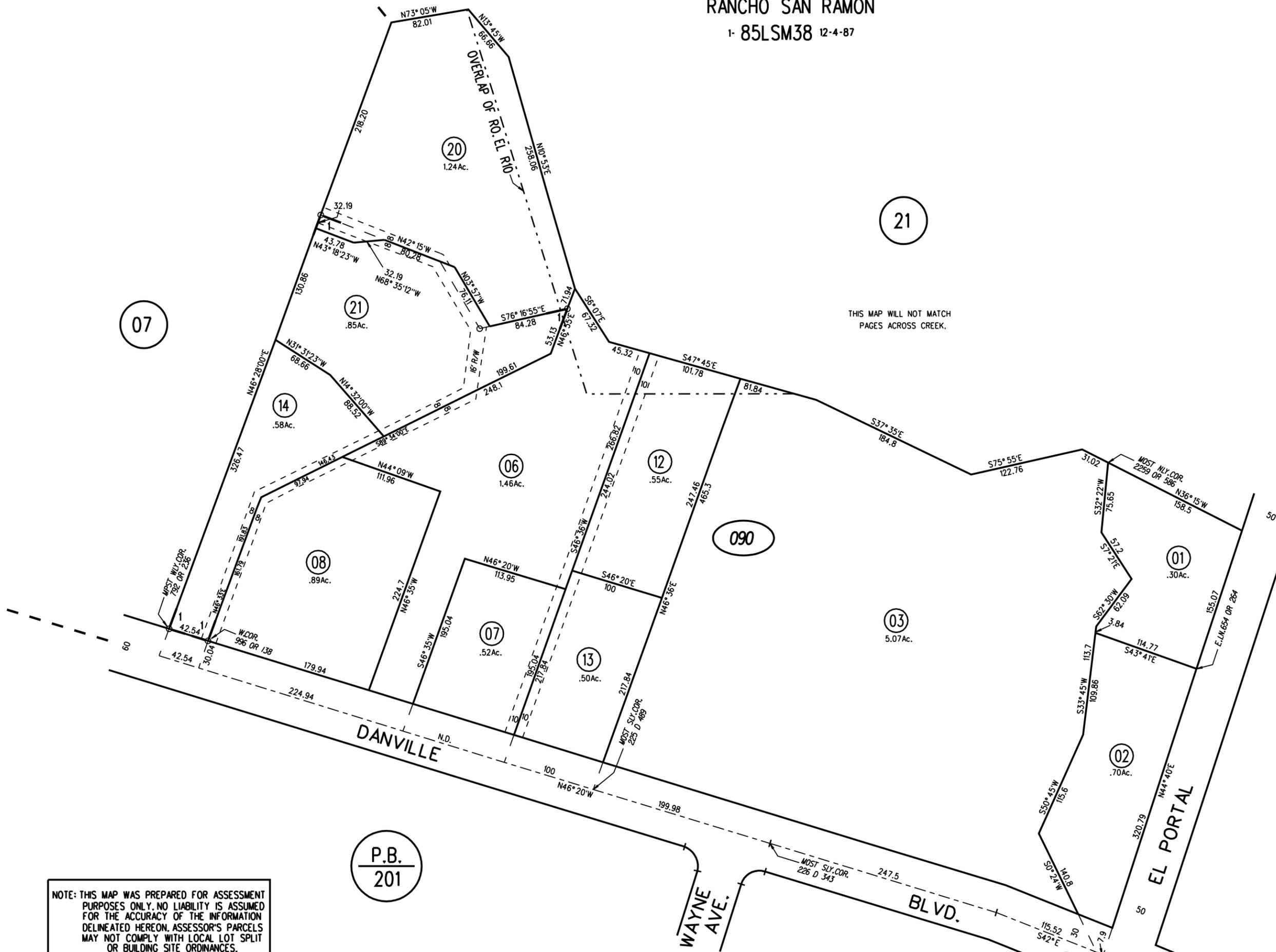
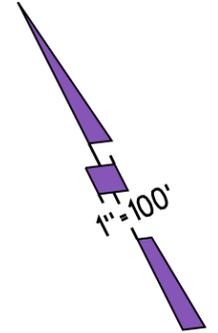


NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

- 35/ 46.47 10/5/15
- 352 31 4/14/08

RANCHO SAN RAMON

1- 85LSM38 12-4-87



07

21

THIS MAP WILL NOT MATCH PAGES ACROSS CREEK.

P.B. 200

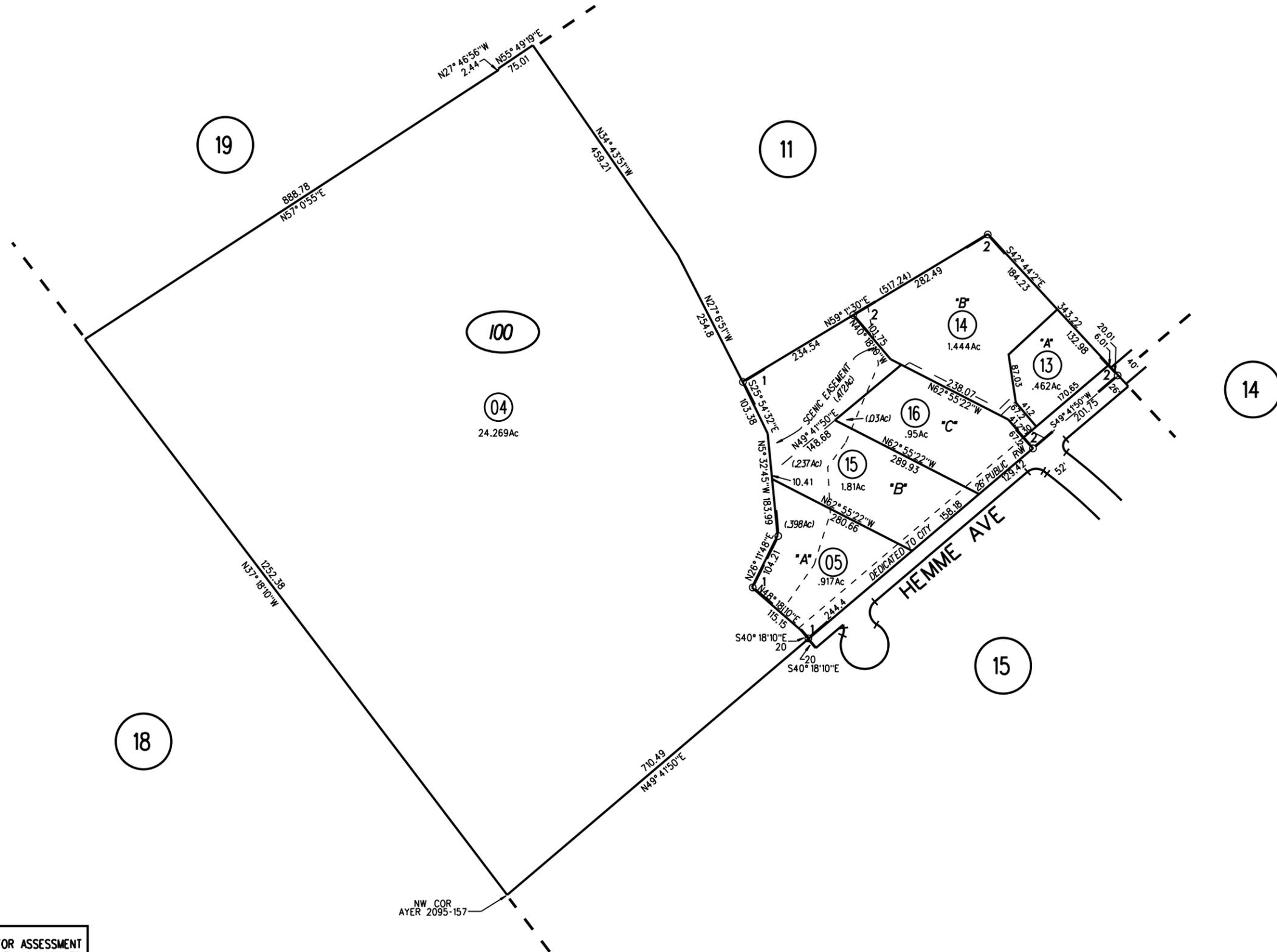
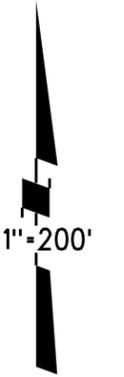
P.B. 201

090

21 3/7/06

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

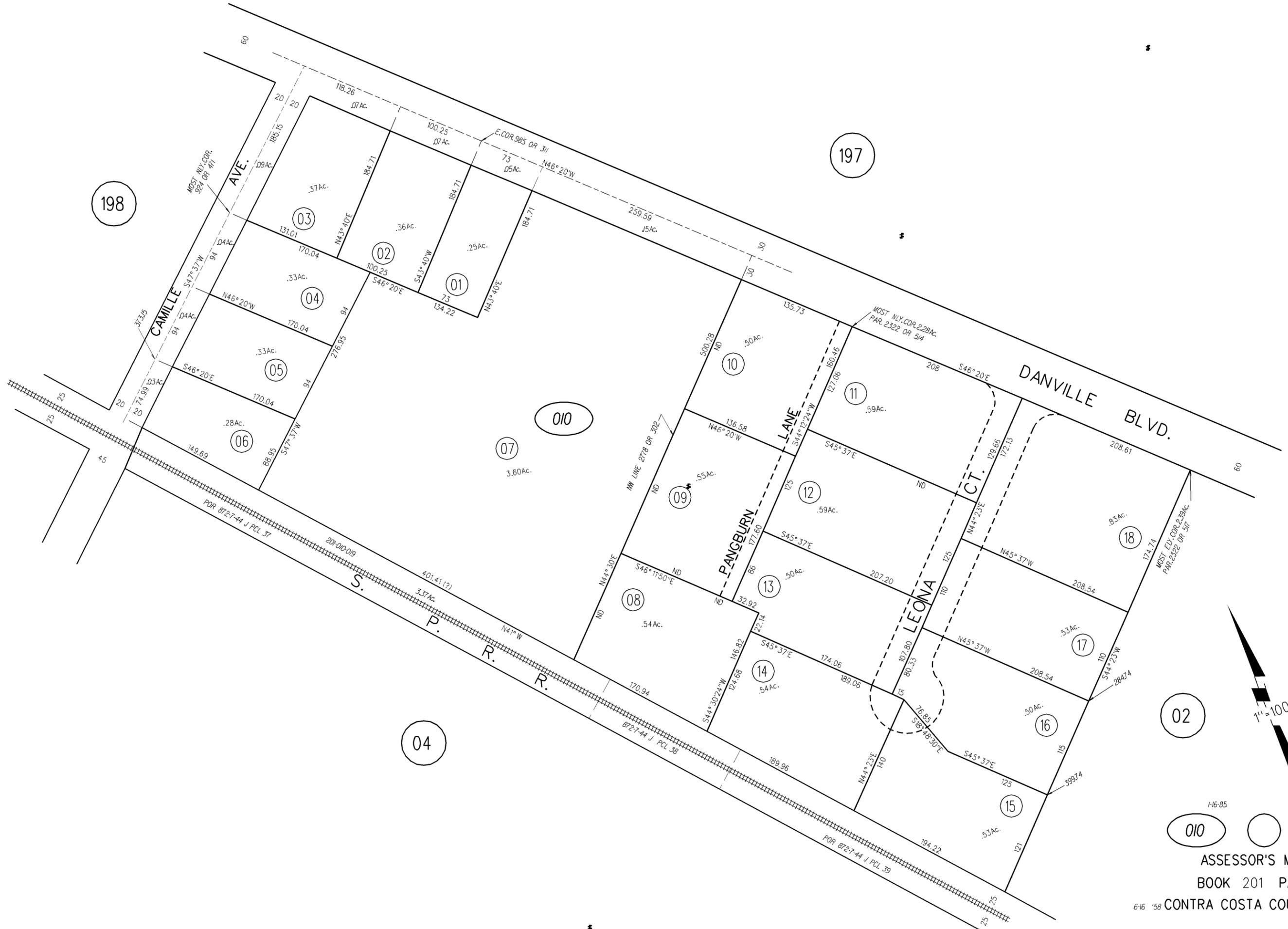
RO SAN RAMON
 1- 209P.M.43 8-27-15
 2- 215P.M.3 2-27-19



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

100 15,16
 12/13/21

POR. RANCHO SAN RAMON

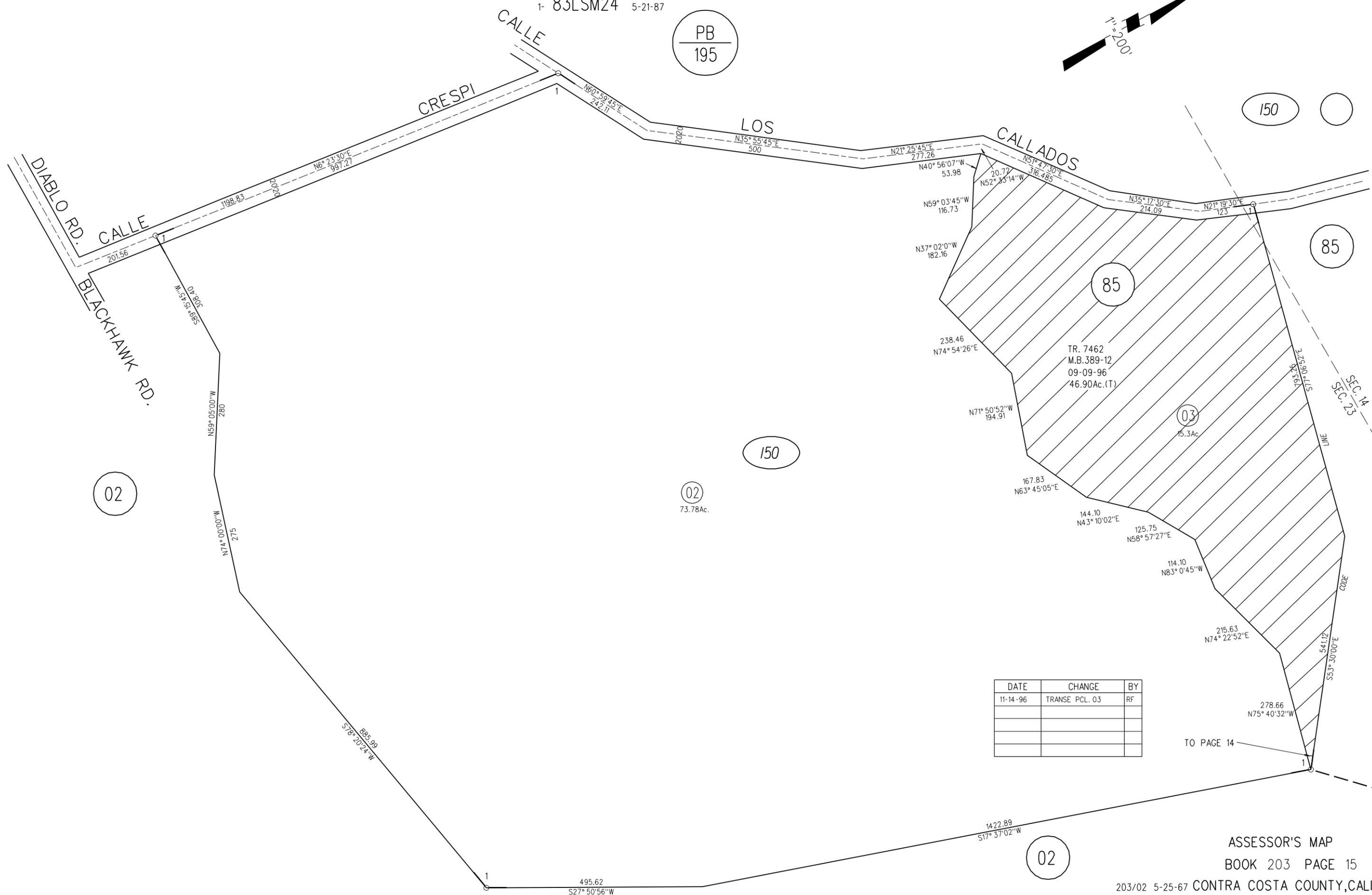
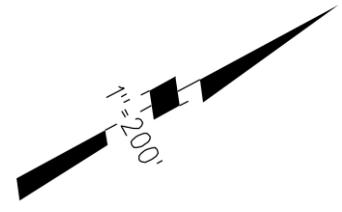


1" = 100'

02

010

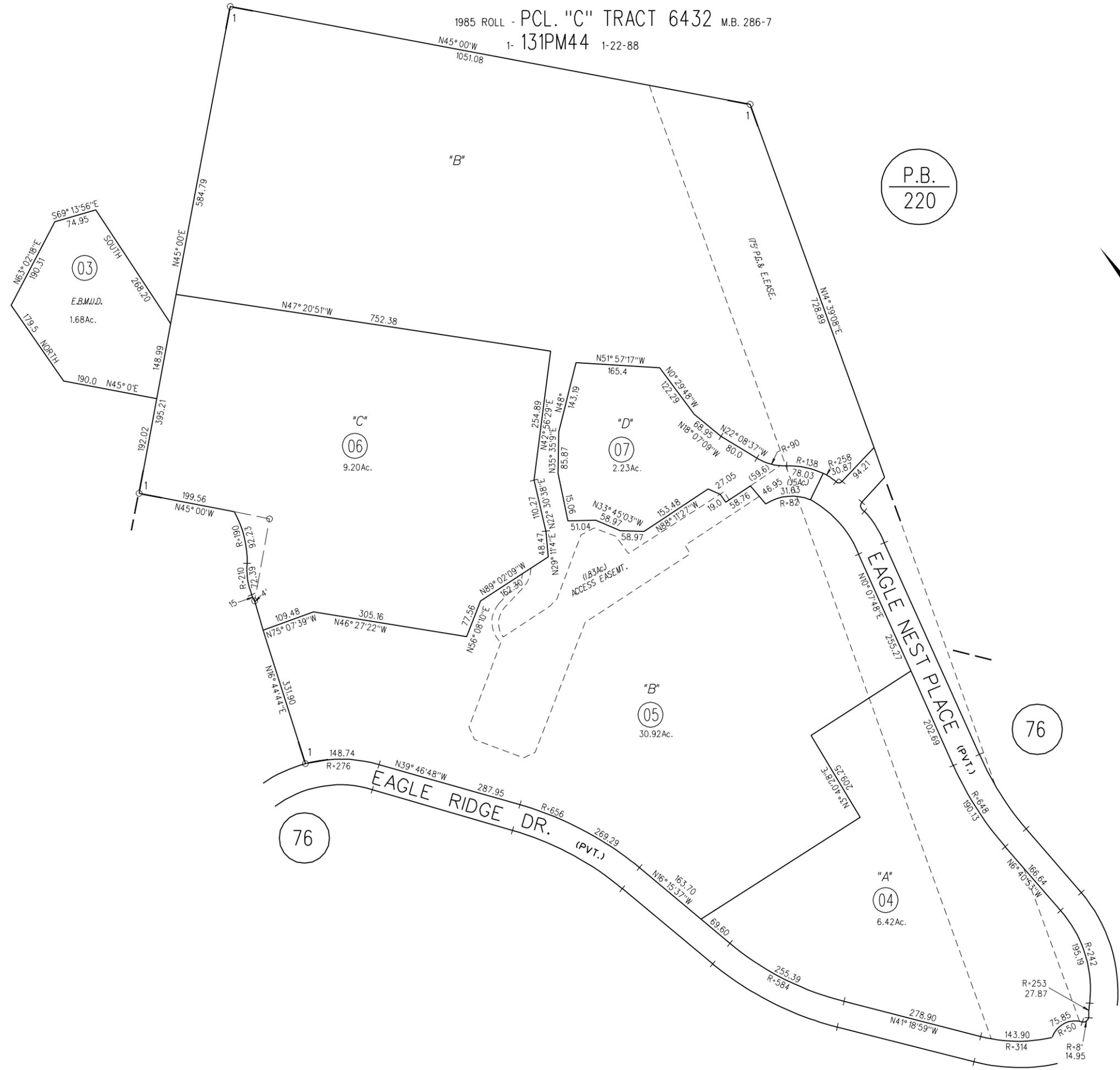
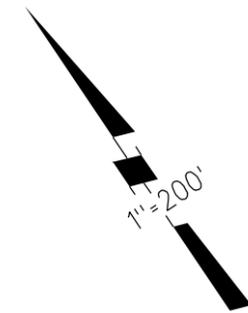
PB
195



TO PAGE 14

P.B.
220

P.B.
220



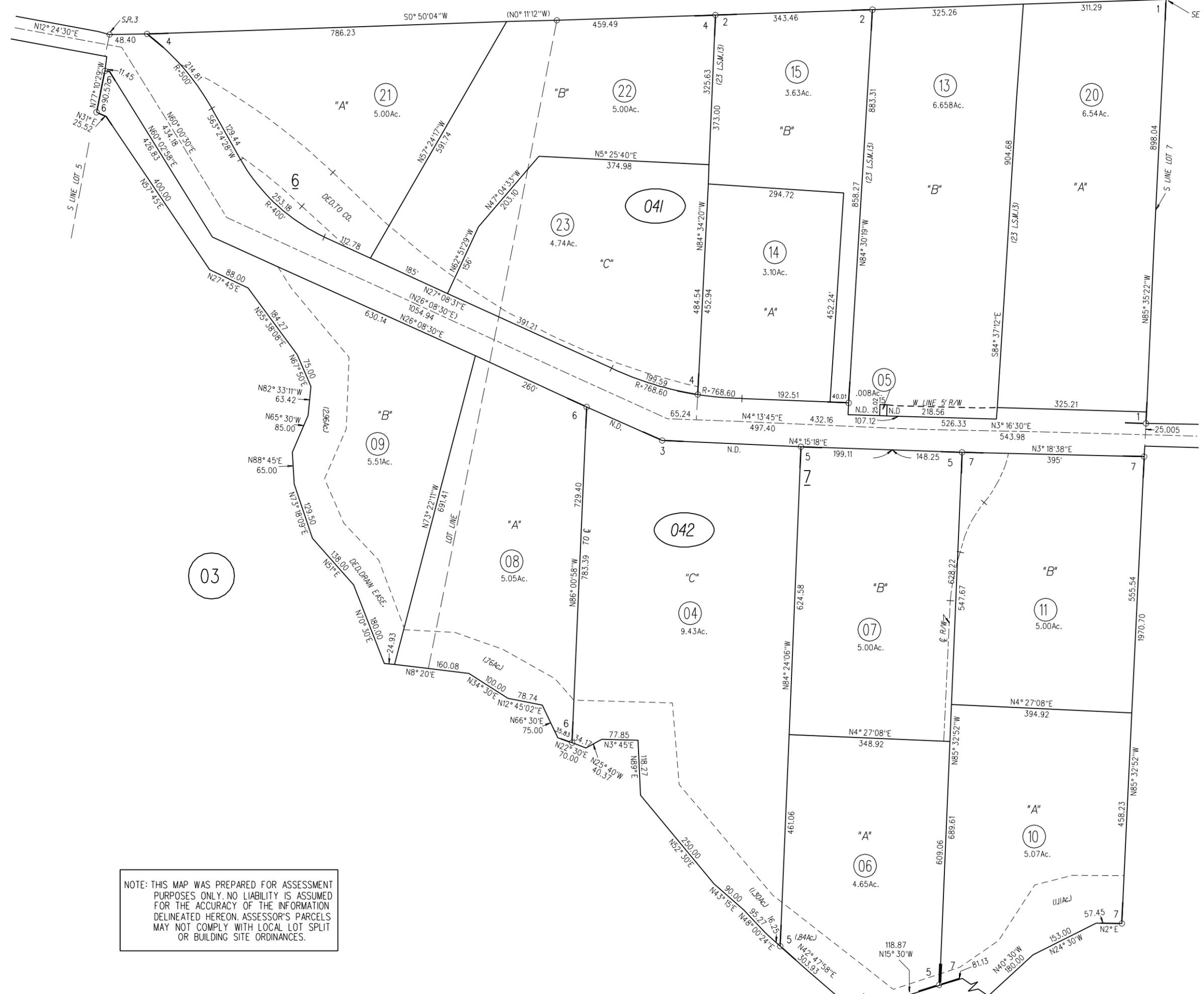
770

770

DOUGHERTY RANCH MB C-63

1-1969 24 L.S.M 33 11-6-63

- 2- 29P.M.48 9-7-73
- 3- 44P.M.44 5-10-76
- 4- 58P.M.1 9-20-77
- 5- 61P.M.39 1-13-78
- 6- 62P.M.38 1-24-78
- 7- 62P.M.49 1-30-78



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

05

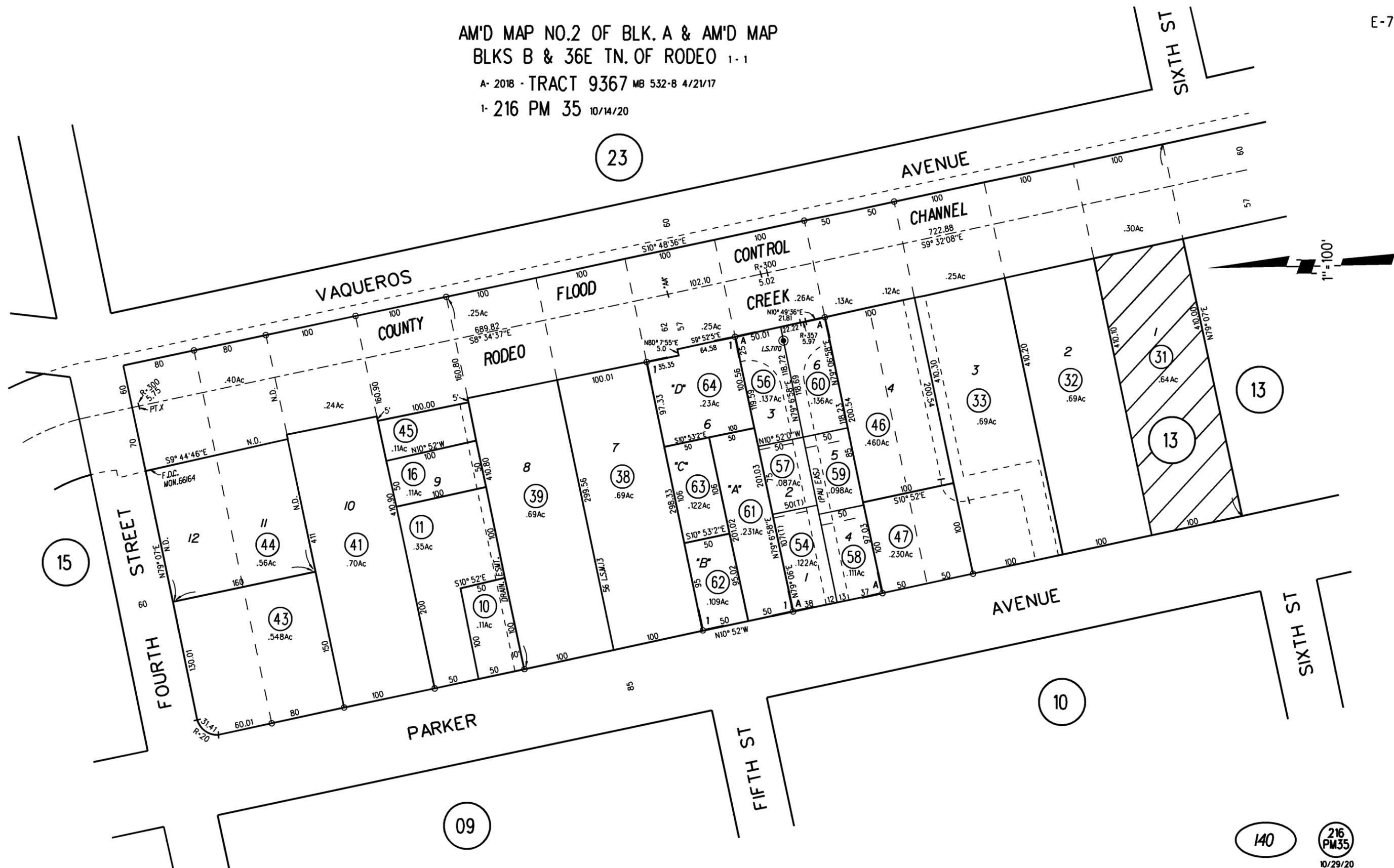
041

042

AM'D MAP NO.2 OF BLK. A & AM'D MAP
BLKS B & 36E TN. OF RODEO 1-1

A- 2018 - TRACT 9367 MB 532-8 4/21/17

1- 216 PM 35 10/14/20

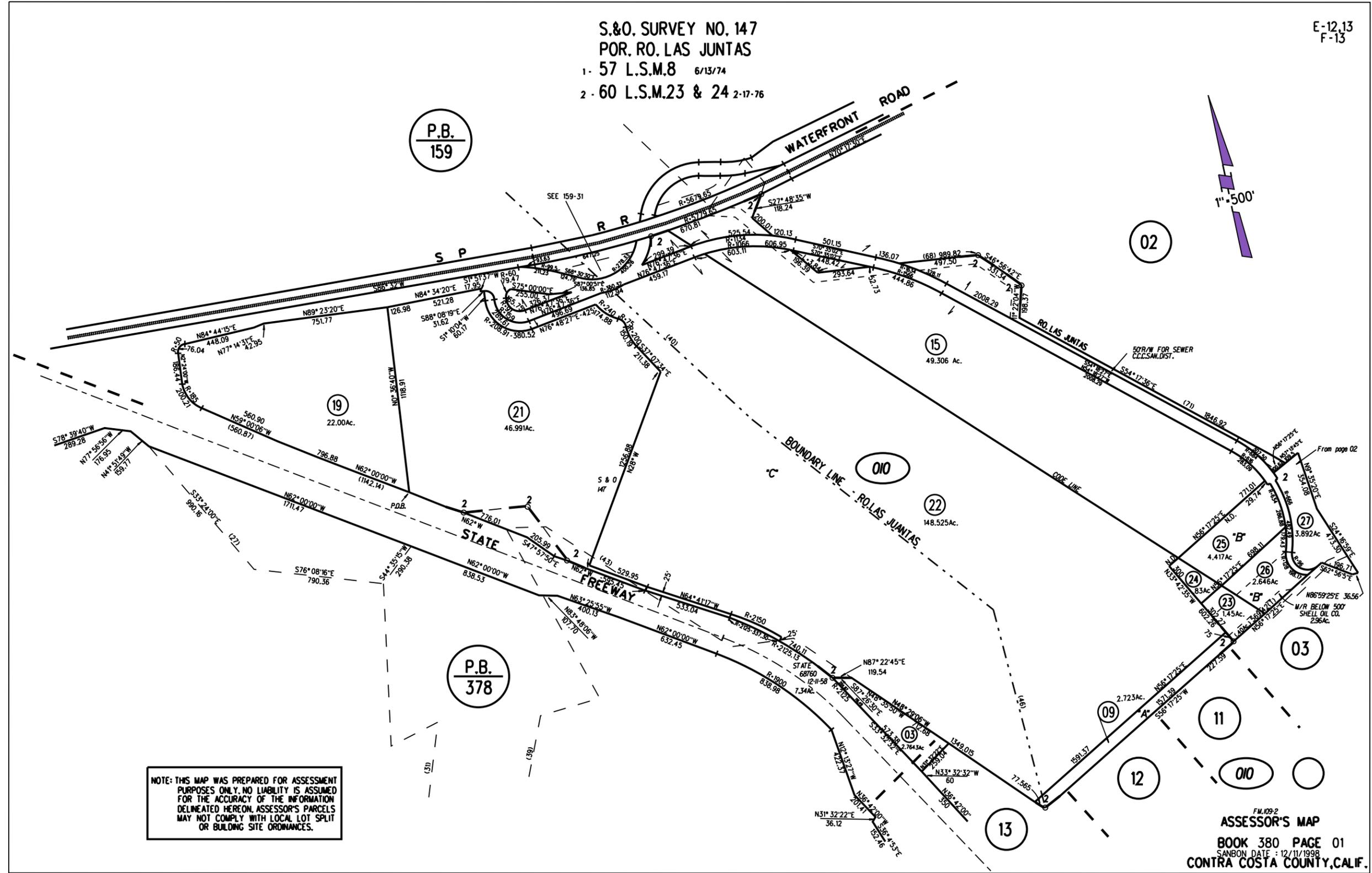
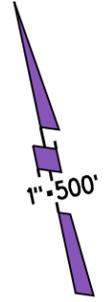


S.&O. SURVEY NO. 147
 POR. RO. LAS JUNTAS
 1 - 57 L.S.M.8 6/13/74
 2 - 60 L.S.M.23 & 24 2-17-76

E-12,13
 F-13

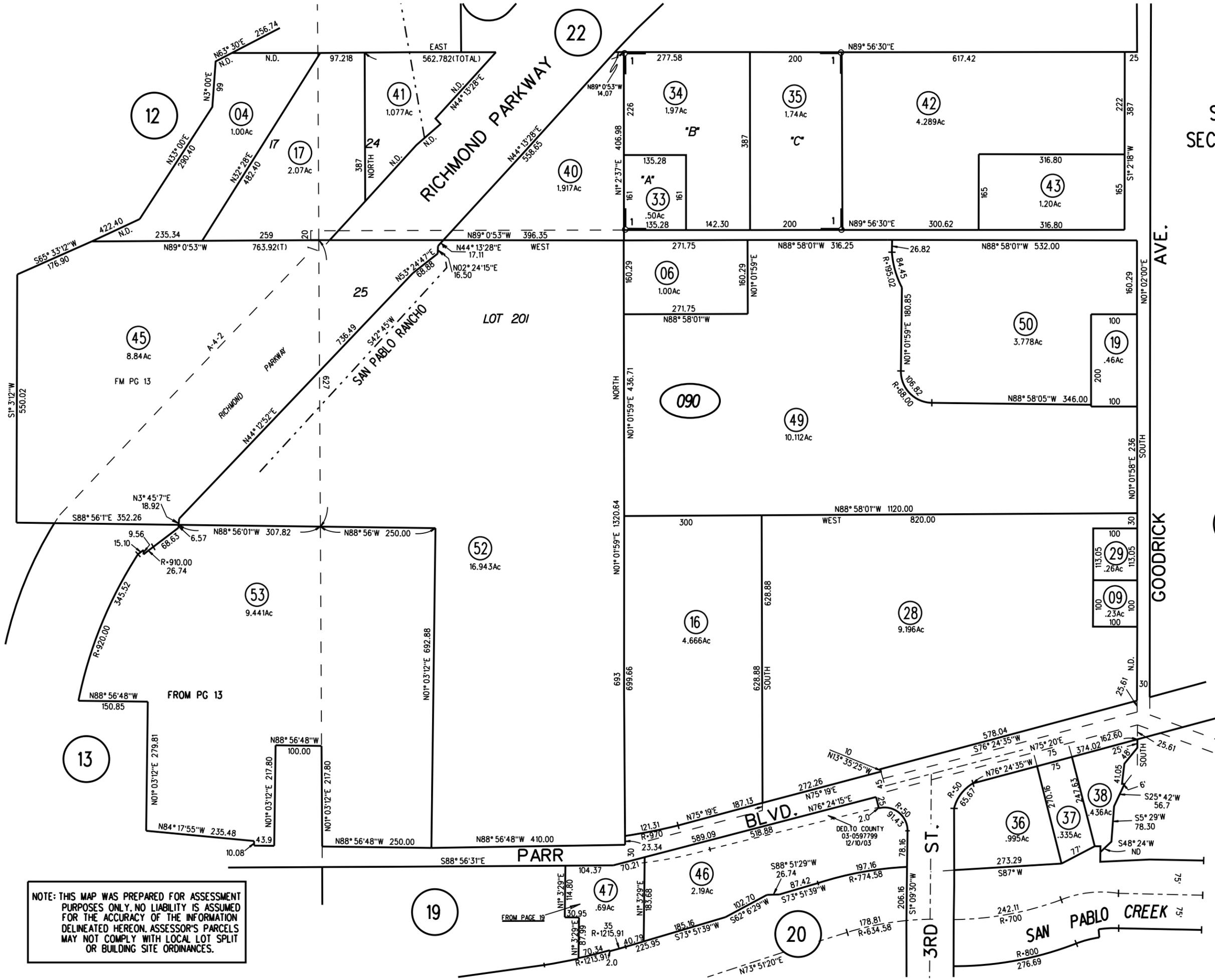
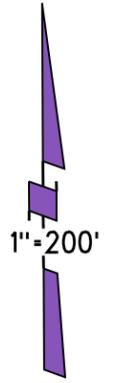
P.B.
 159

P.B.
 378



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

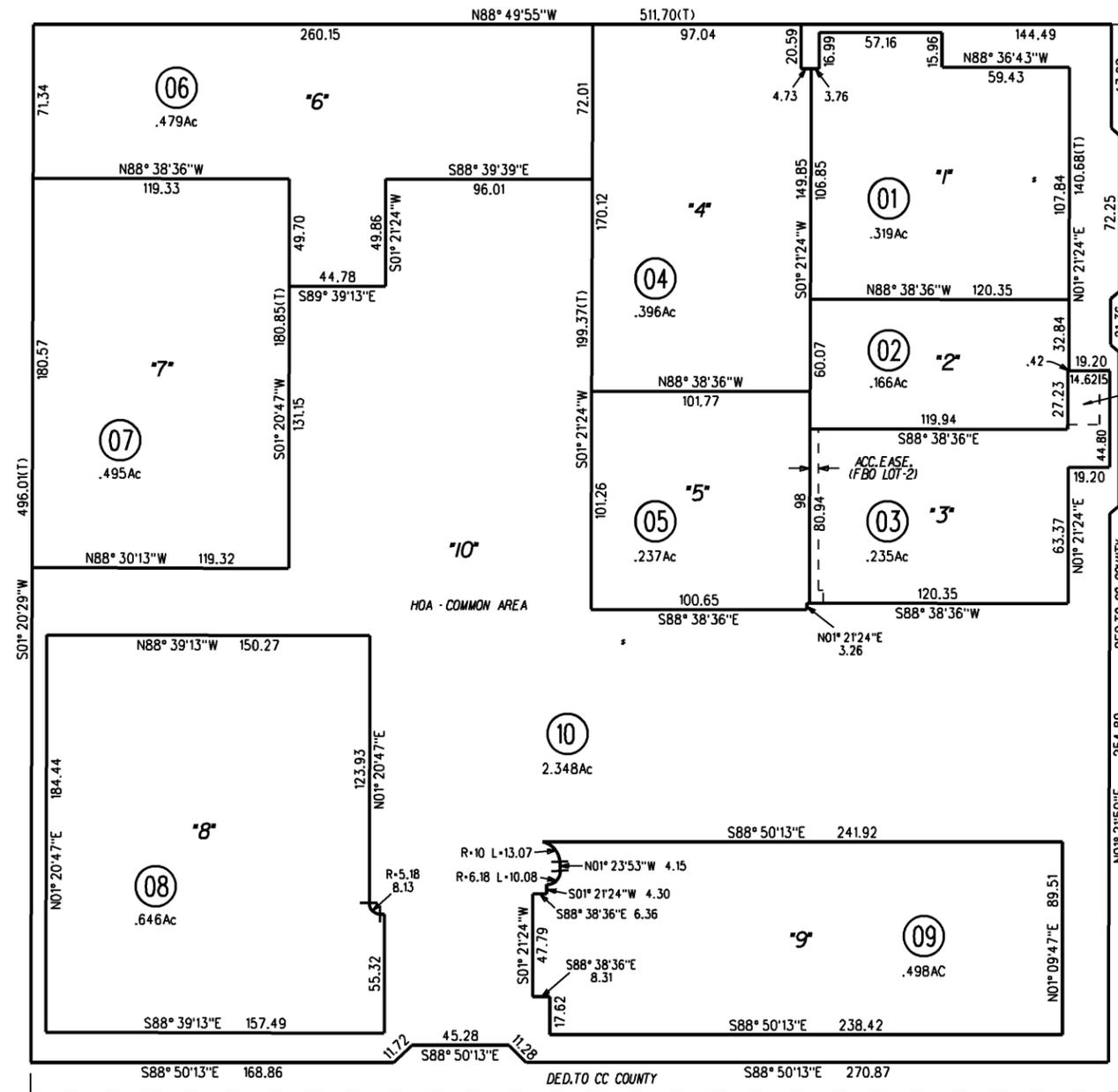
SAN PABLO RANCHO
 SEC 35 T2N R5W MDBM
 1- 61L.S.M.2 6-16-76



NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

090 52,53
 10/10/17

26



366SF AIRSPACE OWNERSHIP FBO LOTS 2&3

ACC. EASE. (FBO LOT-2)

HOA - COMMON AREA

CENTRAL ST

PITTSBURG AVE



19

20

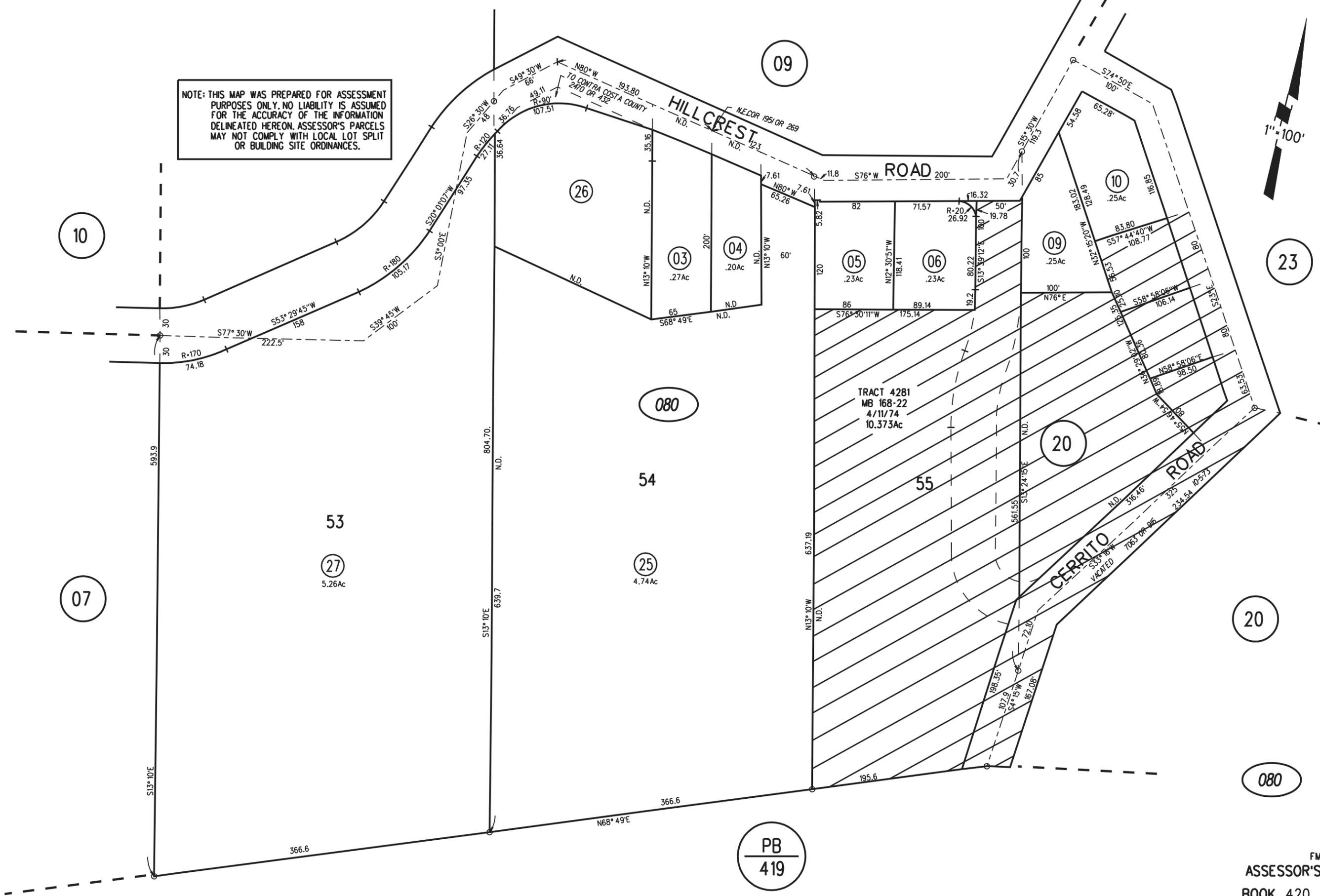
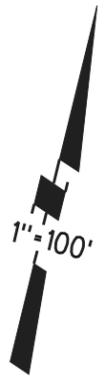
18

30

270

NOTE: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION DELINEATED HEREON. ASSESSOR'S PARCELS MAY NOT COMPLY WITH LOCAL LOT SPLIT OR BUILDING SITE ORDINANCES.

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TRACT 4281
MB 168-22
4/11/74
10.373Ac

PB
419

080
27
3/4/09



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Transportation Vouchers for California Children's Services Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent or designee to purchase, on behalf of the Health Services Director, up to \$995 in transportation vouchers from the following: 10 AC Transit vouchers each with a \$25 value totaling \$250, 8 Tri-Delta Transit vouchers each with a \$27.50 value totaling \$220, 11 Bay Area Rapid Transit (BART) vouchers each with a \$25 value totaling \$275, and 10 WestCAT vouchers each with a \$25 value totaling \$250, to be provided to medically fragile children served by the California Children's Services (CCS) program for the period of February 15, 2023, through June 30, 2023.

FISCAL IMPACT:

This \$995 expenditure will be funded entirely by 78.6% Federal, 12.5% State and 8.9% County revenues, using Cost Center 5890.

BACKGROUND:

Contra Costa California Children's Services (CCS) provides medical case management, payment authorization, and rehabilitation services for CCS eligible children with significant and chronic physically debilitating medical conditions. The program approves and pays for maintenance and transportation services when the cost to the client or family presents a barrier to access authorized CCS care. As necessary, CCS will coordinate the transportation needs of medically fragile children that have a need for transportation to/from medical appointments.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Connie Slessinger, 925-313-6354

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Health and Safety Code, Section 123800 et seq. is the enabling statute for the California Children's Services (CCS) program. The explicit legislative intent of the program is to provide necessary medical services for children with CCS medically eligible conditions whose parents are unable to pay for these services, wholly or in part.

The CCS program is mandated by the Welfare and Institutions Code and the California Code of Regulations (Title 22, Section 51013) to act as an "agent of Medi-Cal" for Medi-Cal beneficiaries with CCS medically eligible conditions. Medi-Cal is required to refer all CCS-eligible clients to CCS for case management services and authorization for treatment. The statute also requires all CCS applicants who may be eligible for the Medi-Cal program to apply for Medi-Cal.

CONSEQUENCE OF NEGATIVE ACTION:

If these purchases are not approved, the California Children's Services (CCS) program would not be fulfilling the goals outlined by the program policy nor would it be providing services necessary for medically complex needs children to receive health care.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Payment for Services Provided by Delta Personnel, Inc. dba Guardian Security Agency

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller or designee, to pay up to \$104,264 to Delta Personnel Services, Inc. dba Guardian Security Agency for security services provided to Contra Costa Regional Medical Center (CCRMC) and Health Centers during the period June 27, 2022 through December 31, 2022.

FISCAL IMPACT:

Approval of this action will result in a one-time expenditure in an amount up to \$104,264 and will be funded entirely by Hospital Enterprise Fund I revenues.

BACKGROUND:

CCRMC and Health Centers have contracted with Delta Personnel Services, Inc. dba Guardian Security Agency to provide security services at our hospital and health center locations. In the past, the Sheriff's Department provided the use of Sheriff's Rangers for security screening and badging of all visitors. Due to budget restraints this service was eliminated, as the Guardian Security Agency can provide them at a lower cost.

On March 31, 2020, the Board of Supervisors approved item C.81, to execute contract #26-352-16 with Delta Personnel Services, Inc. dba Guardian Security Agency in an amount not to exceed \$3,425,000, to provide security guard services at CCRMC and Health Centers, for the period of January 1, 2020 through December 31, 2022.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Kelly Edlund, (925) 378-1116

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Security services provided by Guardian Security Agency at our COVID testing site locations were discontinued after the sites were closed in late 2022, and it was expected that the contract's funds would be sufficient to meet the department's needs through the end of the contract period. Due to an administrative oversight, during the period of June 27, 2022 through December 31, 2022 the department continued to receive security services from the contractor, without sufficient funds available on the agreement to cover the services. The amount due to the contractor for the invoices during that period is \$104,264. To rectify this administrative oversight moving forward, the department has set new procedures in place to monitor contract funds more closely. A new contract was submitted with an effective date of January 1, 2023.

The contractor is entitled to payment for the reasonable value of the services under the equitable relief theory of quantum meruit. The theory provides that where a contractor has been asked to provide services without a valid contract, and the contractor does so to the benefit of the County, the contractor is entitled to recover the reasonable value of those services. Since the department cannot pay Delta Personnel Services, Inc. for services rendered in excess of the previous contract's payment limit, this request is for the Board to authorize the Auditor--Controller to issue a one-time payment to the contractor in an amount not to exceed \$104,264.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, Delta Personnel Services, Inc. will not be paid for services rendered in good faith.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Payment for Services Provided by Meals on Wheels Diablo Region

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, to pay \$179,057 to Meals on Wheels Diablo Region for the provision of meal delivery services to homebound elders provided during the period July 1, 2022 through September 30, 2022.

FISCAL IMPACT:

Approval of this payment will result in a one-time expenditure of \$179,057 and will be funded by 100% Title III C 2 of the Federal Older Americans Act.

BACKGROUND:

This contractor was selected to provide meals for the Senior Nutrition Program through a competitive bid process. This contract meets the social needs of the County's population. The contractor has been providing services since June 1, 1980.

On July 13, 2021, the Board of Supervisors approved Novation Contract #22-137-58 with Meals on Wheels Diablo Region, in an amount of \$510,000 for the provision of meal services for the County's Senior Nutrition Program, for the period from July 1, 2021 through June 30, 2022, which included a three-month automatic extension through September 30, 2022.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Ori Tzveli, M.D., 925-608-5267

By: , Deputy

BACKGROUND: (CONT'D)

On May 17, 2022, the Board of Supervisors approved Contract Amendment Agreement #22-137-59 to increase the contract payment limit by \$115,000 to a new payment limit of \$625,000 for the provision of additional meal services for county's Senior Nutrition Program, for the period from July 1, 2021 through June 30, 2022, which included a three-month automatic extension through September 30, 2022, in an amount not to exceed \$156,250.

In January 2023, the Division became aware that the contractor had not been paid in full for services provided from July 1, 2022 through September 30, 2022 for delivering meals to County homebound seniors over the duration of the previous contract. The contractor provided services totaling \$335,307 during the period July 1, 2022 through September 30, 2022, which exceeded the contract payment limit of the three-month automatic extension of \$156,250 by \$179,057.

The contractor is entitled to payment for the reasonable value of its services under the equitable relief theory of quantum meruit. That theory provides that where a contractor has been asked to provide services without a valid contract, and the contractor does so to the benefit of the County, the contractor is entitled to recover the reasonable value of those services. The contractor provided services at the request of the County after the original contract payment limit had been reached. The Department cannot pay the contractor for services rendered that exceed the contract limits. As such, the Department is requesting that the Board authorize the Auditor-Controller to issue a one-time payment not to exceed \$179,057 to Meals on Wheels Diablo Region.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, the contractor will not be paid for services requested by County staff and provided by the contractor in good faith.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Rescind Prior Board Action Pertaining to Contracted Services with Total Renal Care, Inc.

RECOMMENDATION(S):

RESCIND Board Action of January 10, 2023 (C.64), which pertained to a contract with Total Renal Care, Inc.; and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-563-14 with Total Renal Care, Inc., in an amount not to exceed \$1,074,500 to provide blood treatment services including dialysis therapies for inmates at the Martinez Adult Detention Facility, for the period from February 20, 2023 through February 19, 2026.

FISCAL IMPACT:

Approval of this contract will result in no change to the original budgeted expenditures of up to \$1,074,500 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:

Historically, blood services have been very complicated to obtain for inmates at the County’s Martinez Adult Detention Facility, compromising the health of seriously ill inmates. This contract will allow inmates to receive blood services at the Martinez Detention Facility at a cost approximately 60% less than transporting inmates to outside vendors. Total Renal

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jaspreet Benepal, 925-957-5741

By: , Deputy

BACKGROUND: (CONT'D)

Care, Inc. has been providing services to the County since 2006.

On February 25, 2020, the Board of Supervisors approved Contract #26-563-13 with Total Renal Care, Inc., in an amount not to exceed \$1,074,500, to provide blood services including, dialysis therapies for inmates at the Martinez Detention Facility for the period from January 27, 2020 through January 26, 2023.

Due to an administrative oversight, the contract term was incorrectly stated in the department's February 25, 2020 request to the Board. The purpose of this Board Order is to correct the term to read February 20, 2023 through February 19, 2026, to match the contract term as signed by the County and the contractor.

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the Board's action would not reflect the contract term intent of the parties for the contractor's blood treatment services including dialysis therapies for inmates at the Martinez Adult Detention Facility.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Rescind Prior Board Action Pertaining to Contracted Services with Edward Y. Tang, M.D., Inc.

RECOMMENDATION(S):

RESCIND Board Action of February 7, 2023 (C.89), which pertained to a contract extension agreement with Edward Y. Tang, M.D., Inc.; and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract Extension Agreement #26-792-8 with Edward Y. Tang, M.D., Inc., effective February 15, 2023, to extend the termination date from February 28, 2023 to March 31, 2023 with no change in the original payment limit of \$1,230,000, for orthopedic services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

There is no change in the original payment of \$1,230,000 funded by 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

Due to the limited number of specialty providers available within the community, CCRMC and Contra Costa Health Centers relies on contracts to provide necessary specialty health services to its patients. CCRMC has contracted with Edward Y. Tang, M.D., Inc., for orthopedic specialty services since March 2015.

On February 4, 2020, the Board of Supervisors approved Contract #26-792-7, with Edward Y. Tang,

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Samir Shah, M.D., 925-370-5475

By: , Deputy

BACKGROUND: (CONT'D)

M.D., Inc., in an amount not to exceed \$1,230,000, for the provision of orthopedic services at CCRMC and Contra Costa Health Centers, for the period March 1, 2020 through February 28, 2023

On February 7, 2023, the Board of Supervisors approved Contract Extension Agreement #26-792-8, with Edward Y. Tang, M.D., Inc., effective February 15, 2023, to extend the termination date from February 28, 2023 to May 31, 2023 with no change in the original payment limit of \$1,230,000, for orthopedic services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

Due to an administrative oversight, the contract term was incorrectly stated in the department's February 7, 2023 request to the Board. The purpose of this Board Order is to correct the contract term end date to March 31, 2023, to match the contract signed by the County and the contractor.

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the Board Order would not reflect the intent of the parties for contractor's orthopedic services at CCRMC and Contra Costa Health Centers.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 28, 2023

Subject: Rescind Prior Board Action Pertaining to Contracted Services with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia)

RECOMMENDATION(S):

RESCIND Board Action of November 29, 2022 (C.67) which pertained to a contract agreement with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia) and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #26-583-33 with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia), a corporation, in an amount not to exceed \$5,000,000 to provide outside laboratory clinical testing services for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period January 1, 2023 through December 31, 2024.

FISCAL IMPACT:

There is no change in the contract funding of \$5,000,000, 80% by Hospital Enterprise Fund I and 20% by American Rescue Plan Act. (No rate increase)

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/28/2023** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: February 28, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jaspreet Benepal, 925-370-5104

By: , Deputy

BACKGROUND:

CCRMC and Contra Costa Health Centers have an obligation to provide laboratory testing services to patients. On occasion, the County contracts with outside laboratory testing services in order to provide testing that requires special equipment not available at County facilities. The contractor has been providing outside clinical laboratory testing services for CCRMC since January 2007.

On November 29, 2022, the Board of Supervisors approved Contract #26-583-33 Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia) in an amount of \$5,000,000 to provide outside clinical laboratory services for CCRMC and Health Centers for the period January 1, 2023 through December 31, 2023.

The purpose of this Board Order is to correct the term to read January 1, 2023 through December 31, 2024 to match the contract term dates as agreed by the County and contractor.

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the Board Order would not reflect the correct contract term for the provision of outside laboratory services at CCRMC and Contra Costa Health Centers.