

CALENDAR FOR THE BOARD OF SUPERVISORS
CONTRA COSTA COUNTY
AND FOR SPECIAL DISTRICTS, AGENCIES, AND AUTHORITIES GOVERNED BY THE BOARD
BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229

FEDERAL D. GLOVER, CHAIR, 5TH DISTRICT
KAREN MITCHOFF, VICE CHAIR, 4TH DISTRICT
JOHN GIOIA, 1ST DISTRICT
CANDACE ANDERSEN, 2ND DISTRICT
DIANE BURGIS, 3RD DISTRICT

DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA, MAY BE LIMITED TO TWO (2) MINUTES.

A LUNCH BREAK MAY BE CALLED AT THE DISCRETION OF THE BOARD CHAIR.

The Board of Supervisors respects your time, and every attempt is made to accurately estimate when an item may be heard by the Board. All times specified for items on the Board of Supervisors agenda are approximate. Items may be heard later than indicated depending on the business of the day. Your patience is appreciated.

ANNOTATED AGENDA & MINUTES
December 18, 2018

9:00 A.M. Convene and announce adjournment to closed session in Room 101.

Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS

1. Agency Negotiators: David Twa and Richard Bolanos.

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

2. Agency Negotiators: David Twa.

Unrepresented Employees: All unrepresented employees.

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

1. *Kelly Dunham v. Contra Costa County*, WCAB No. ADJ8898312
2. *Tamila Jayne Johnson, et al. v. County of Contra Costa, et al.*; Contra Costa County Superior Court Case No. C16-01717

C. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to Gov. Code, § 54956.9(d)(4): one potential case.

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

Inspirational Thought- *"The holiday season is a perfect time to reflect on our blessings and seek out ways to make life better for those around us."* ~Terri Marshall, author

Present: John Gioia, District I Supervisor; Candace Andersen, District II Supervisor; Diane Burgis, District III Supervisor; Karen Mitchoff, District IV Supervisor; Federal D. Glover, District V Supervisor

Staff Present: David Twa, County Administrator
Sharon Anderson, County Counsel

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.97 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

PRESENTATIONS (5 Minutes Each)

PRESENTATION of the 2018 Chair of the Board Award. (Supervisor Mitchoff)

Presented to Debbie Toth, Choice in Aging.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed from consent for discussion.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

There were no speakers for general public comment.

D.3 ACCEPT the Renewable Resource Potential Study and DIRECT the Conservation and Development Director to prepare amendments to the County General Plan and Zoning Code and take other actions consistent with the findings and recommendations of the Study. (Jody London, Department of Conservation and Development)

Speakers: Camille Wasinger, Intersect Power; Juan Pablo Galvan, Save Mt. Diablo.

ACCEPTED the study; and DIRECTED the Department of Conservation and Development to take the following steps to further analyze and address through future Board actions the findings and recommendations of the Study:

•Prepare and analyze draft amendments to the County General Plan and Zoning Code that would expand the area within which an applicant could apply for a Land Use Permit. This would include additional public outreach, review and consideration by the Planning Commission and a final determination by the Board of the two Options shown in the attached Figures 1-4, staff recommends the larger Option 1;

•Explore incentives and other means of encouraging the construction of solar energy projects on commercial rooftops, large parking lots, and underutilized land in commercial, industrial, and other infill areas, including but not limited to seeking to maximize solar output from development of new buildings and seek collaboration with MCE and other potential partners to propose policies to achieve this;

•Consider and evaluate other findings and recommendations of the Study as part of the projects currently underway to update the County's General Plan and Climate Action Plan.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

D.4 RECEIVE presentation on the status of Census 2020 and next steps, and CONSIDER adopting Resolution No. 2018/592 proclaiming Board of Supervisors' support of, and participation in, the 2020 Census, and authorizing the County Administrator to execute the County-Optional Outreach Agreement with the State, which will make the County eligible to receive up to \$362,505 during fiscal years 2018-19 and 2019-20 for local census outreach activities. (Barbara Riveira, County Administrator's Office and Kristine Solseng, Department of Conservation and Development)

Speakers: Lauren Babb, Planned Parenthood; Kristin Connelly, East Bay Leadership Council; Julia Marks, Advancing Justices-Asian Law Caucus; Carly Finkle, Contra Costa Food Bank; Mariana Moore, Ensuring Opportunity Campaign, Contra Costa Census Coalition.

RECEIVED the presentation; ADOPTED Resolution No. 2018/592 proclaiming Board of Supervisors' support of, and participation in, the 2020 Census, and authorizing the County Administrator to execute the County-Optional Outreach Agreement with the State, which will make the County eligible to receive up to \$362,605 during fiscal years 2018-19 and 2019-20; ESTABLISHED a Complete Count Steering Committee and APPOINTED Supervisor Diane Burgis to serve as the chairperson of the Committee through 2020, as outlined in Option 2, comprising key department staff, city representation, nonprofits, CBOs, and other interested parties, and adding a business representative. The members would be appointed by the Board of Supervisors with representatives from organization focusing on the homeless, youth, and low-income communities; AGREED to solicit input from the community by including the matter in each District Newsletter; APPROVED and AUTHORIZED the Chair of the Board of Supervisors to sign letters to the Contra Costa City Managers and Municipal Advisory Committees requesting their collaboration in making the complete count effort a success; And DETERMINED to return to the matter on the January 22, 2019 meeting for formalize the Steering Committee membership.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

D.5 REVIEW the Preliminary Draft Request for Proposals (RFP) describing the process to solicit and select respondents to invite to apply for a numerically-limited commercial cannabis activity Land Use Permit and PROVIDE direction to staff to revise the RFP and report on January 22, 2019 for Board consideration of approving and releasing the final RFP. (100% Land Development Fees), (John Kopchik and Ruben Hernandez, Department of Conservation and Development)

Speakers: Michaela Toscas, Higher Elevaiton and Alameda County stakeholders; Mark Unterbach, resident of Brentwood; Matt Light, resident of Walnut Creek; Jim Gonzalez, Unique Solutions, Martinez Family Farmers; Ashley Bargaquast, Tully & Weiss Attorneys at Law; Nate Landau, Showtill. Marcos Parra, Casa Rasta Farms, did not wish to speak, but left written commentary (attached).

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

D.6 HEARING to consider adoption of Resolution No. 2018/615, which amends the Land Development Fee Schedule to adopt inclusionary housing in-lieu fees and adopt fees for the review and processing of commercial cannabis permit proposals. (100% Developer Fees) (Kristen Lackey, Department of Conservation and Development)

Speaker: Ashley Bargaquast

Closed the public hearing, adopted Resolution No. 2018/615 which amends the Land Development Fee Schedule to adopt inclusionary housing in-lieu fees and adopt fees for the review processing of commercial cannabis permit proposals.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

D.7 APPROVE appropriation adjustment 5038 in the amount of \$30,000,000, and AUTHORIZE the Auditor-Controller to reduce the General Fund Capital Reserves by that amount and transfer those funds to Capital Projects for the new Administration Building and the Emergency Operations Center/Public Safety Building. (100% County General Fund) (Eric Angstadt, Chief Assistant County Administrator)

Speakers: Signe Curtis, resident of Martinez; Eileen Jones, resident of Martinez; David Jones, resident of Martinez.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

D. 8 CONSIDER reports of Board members.

Supervisor Burgis announced that Liberty High School football won it's first State Championship.

Closed Session

There were no reports from Closed Session.

ADJOURN

Adjourned meeting at 1:08 p.m.

CONSENT ITEMS

Road and Transportation

C.1 APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute a grant of certain abutter's rights to the Bay Area Rapid Transit District in exchange for BART's relinquishment of other abutter's rights, over portions of Jones Road, as recommended by the Public Works Director, Pleasant Hill area. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.2 APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a quitclaim deed conveying portions of the State Route 4 road right-of-way from the County to the State of California Department of Transportation, as recommended by the Public Works Director, Discovery Bay area. (No fiscal impact.)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.3 ADOPT Resolution No. 2018/610 accepting as complete the contracted work performed by Statewide Traffic Safety and Signs, Inc., for the Bay Point Sign Upgrade Project, Bay Point area. (90% Highway Safety Improvement Program Grant Funds and 10% Local Road Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.4 ADOPT Resolution No. 2018/611 accepting as complete the contracted work performed by W.R. Forde Associates, Inc., for the Pacheco Boulevard Sidewalk Gap Closure Phase III Project, as recommended by the Public Works Director, Pacheco area. (48% State Active Transportation Program Funds, 44% Measure C Funds, and 8% Martinez Area of Benefit Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.5 ADOPT Resolution No. 2018/613 accepting as complete the contracted work performed by Sposeto Engineering, Inc., for the Phase II - Pomona Street Pedestrian Safety Improvements Project, as recommended by the Public Works Director, Crockett area. (43% Transportation Development Act Grant Funds and 57% Local Road Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.6 APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute an easement deed from the County, as housing successor to the County Redevelopment Agency, to PG&E in connection with the Bay Point Utility Undergrounding District #31 project, as recommended by the Public Works Director, Bay Point area (100% Bay Point Utility Undergrounding District 31 funds.)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.7 APPROVE the East County Regional Area of Benefit Annual Report for fiscal year 2017/2018 and Fifth Year Mitigation Fee Report for fiscal years 2013/2014 through 2017/2018, as recommended by the Public Works Director, Antioch, Brentwood, Byron, Discovery Bay West, Knightsen, Pittsburg, and Oakley areas. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Special Districts & County Airports

C.8 ACCEPT the 2018 Annual Report for the Iron Horse Corridor Advisory Committee, as recommended by the Public Works Director, Alamo, Concord, Danville, Pleasant Hill, San Ramon and Walnut Creek areas. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.9 AUTHORIZE the Director of Airports, or designee, to submit to Federal, State and local agencies applications for grants valued at \$1 million or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport, as recommended by the Aviation Advisory Committee. (100% Airport Enterprise Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.10 AUTHORIZE the Director of Airports to explore entering into a memorandum of agreement with Dronecode and 3DR Government Services to use one or both County airports to test the capability of an unmanned aerial system to inspect airport terminal instrument procedures, which are used by pilots after dark and in inclement weather. (100% Airport Enterprise Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Claims, Collections & Litigation

C. 11 DENY Claims filed by Erika Demshar, Jeannie Atienza, Edgar Calderon Avalos, Kristin Casas, Jearhamel Fanaro (2), Josef Vesely and Greta Bertek, and Ryan Wright. DENY amended claim filed by Backcountry.com, LLC and CSAA Insurance, a subrogee of Ryan T. Wells.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 12 AUTHORIZE the discharge from accountability the balances on Library patron accounts from the period 1995-2018 estimated to total \$5,800,100, as recommended by the County Librarian.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Statutory Actions

C. 13 ACCEPT Board members meeting reports for November 2018.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Ordinances

C. 14 ADOPT Ordinance No. 2018-30 amending the County Ordinance Code Chapter 26-6 to dissolve the Delinquency Prevention Commission and make technical changes to Chapter 26-6, as recommended by the Public Protection Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Appointments & Resignations

C. 15 REAPPOINT Rose Chait to the District IV seat on the Countywide Bicycle Advisory Committee, as recommended by Supervisor Mitchoff.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 16 APPROVE the new medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their November 19, 2018 meeting, and by the Health Services Director.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 17 REAPPOINT David Dolter to the Appointee 6 seat, REASSIGN Joseph Rubay from the 1st Alternate seat to the Appointee 1 seat, and DECLARE a vacancy in the 1st Alternate seat on the Alamo Police Services Advisory Committee, as recommended by Supervisor Andersen.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 18 APPOINT Gordon Ball to the Appointee 1 seat, Jason Dudum to the Appointee 6 seat, and Robert Besse to the Appointee 7 seat to the County Service Area P-5 Citizens Advisory Committee, as recommended by Supervisor Andersen.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 19 REAPPOINT James Pinckney to the At Large #1 seat on the Contra Costa Mosquito & Vector Control District Board of Trustees, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 20 REAPPOINT Dean E. Barbieri to the Member of the Bar seat on the Public Law Library Board of Trustees, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 21 REAPPOINT Walter Pease and Bethallyn Black to the Contra Costa Resource Conservation District Board of Directors, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 22 REAPPOINT Neil Tsutsui to the Board of Supervisors Appointee seat on the East Bay Regional Parks District Park Advisory Committee, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 23 APPOINT Parm Sandhu to the Board of Supervisors Alternate seat on the Treasury Oversight Committee, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 24 APPOINT James Donnelly to the Public Member #3 seat and Dennis Shusterman to the Public Member Alternate seat on the Integrated Pest Management Advisory Committee, as recommended by the Internal Operations Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 25 ACCEPT the resignation of Ronald Maria, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Alternate 1, effective immediately, and Direct the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Personnel Actions

C. 26 ADOPT Position Adjustment Resolution No. 22394 to add one Administrative Services Assistant II position (represented) in the Health Services Department. (100% Mental Health Services Act)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 27 ADOPT Position Adjustment Resolution No. 22381 to reassign one Deputy Director Information Technology-Exempt (unrepresented) position from Department 0147 to Department 0060 in the Department of Information Technology. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 28 ADOPT Position Adjustment Resolution No. 22388 to add two Departmental Fiscal Officer (unrepresented) positions, and, effective May 1, 2019, cancel one (1) Departmental Fiscal Officer (unrepresented) position, in the Employment and Human Services Department, Administrative Services Bureau. (43% Federal, 52% State, 5% County)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 29 ADOPT Position Adjustment Resolution No. 22395 to increase the hours of one Mental Health Clinical Specialist position (represented) from part time (28/40) to full time in the Health Services Department. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 30 ADOPT Position Adjustment Resolution No. 22392 to add one Assistant Capital Facilities Project Manager (represented) position and cancel one Associate Civil Engineer (represented) position in the Public Works Department. (Cost savings)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 31 ADOPT Position Adjustment Resolution No. 22396 to add one Clerk-Experienced Level position (represented) in the Health Services Department. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Grants & Contracts

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

C. 32 APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract amendment with East Bay Regional Park District effective December 18, 2018, to increase the payment limit by \$7,566 to a new payment limit of \$47,566, to provide noxious weed control services to the District parks, with no change to the term ending December 31, 2018. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 33 ADOPT Resolution No. 2018/614 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Aging, to increase the contract amount by \$34,626 to receive a new contract amount of \$993,674 to provide Health Insurance Counseling and Advocacy Program services, with no change to the term ending June 30, 2020. (Increase is 100% Federal, No Additional Match Required)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 34 APPROVE and AUTHORIZE the Health Services Director, or designee, to apply for and accept a grant award from the California Endowment, to pay the County in an amount not to exceed \$14,218 for the implementation of Health Services Department's Health Career Peer Education Program Initiative serving students in the West Contra Costa County Unified School District for the period December 1, 2018 through July 31, 2019. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 35 APPROVE and AUTHORIZE the County Administrator, or designee, to apply for and accept funding in an amount up to \$10,000 from the State's California Arts Council for the Veterans in the Arts program. (50% In-Kind, 50% Cash Match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 36 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract providing mutual indemnification with the California Department of Public Health in an amount not to exceed \$76,776 to provide prevention, risk reduction and pre-exposure prophylaxis training to health care providers and residents for the County's Public Health HIV Prevention Services Project for the period November 1, 2018 through June 30, 2019. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 37 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Public Health Foundation Enterprises, Inc., to pay the County an amount not to exceed \$53,294 for the County's participation in the California Emerging Infections Program to study food-borne bacteria, for the period September 1, 2018 through August 31, 2019. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.38 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing mutual indemnification with the National Association of County and City Health Officials, to pay the County an amount not to exceed \$20,000 to improve communication and situational awareness in response to medical and public health emergencies for the period December 1, 2018 through June 1, 2019. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

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

C.39 APPROVE and AUTHORIZE the County Administrator or designee to execute, subject to approval as to form by County Counsel, a contract including modified indemnification with LexisNexis Coplogic Solutions, Inc., in an amount not to exceed \$1,416,000 for a countywide warrant management software system, configuration services, data hosting, and maintenance and support for the period December 11, 2018 through December 10, 2023. (100% Restricted Court Penalty Assessments)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.40 APPROVE and AUTHORIZE the County Librarian, or designee, to execute a contract with Bibliocommons Inc., including mutual indemnification in an amount not to exceed \$632,000 for a hosted library content management software system and catalog to enhance online library services, for the period January 1, 2019 through December 31, 2020. (100% Library Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.41 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Seneca Family of Agencies in an amount not to exceed \$8,644,842 to provide school and community-based mental health services for seriously emotionally disturbed children for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$4,322,421. (49% Federal Medi-Cal; 39% County Realignment; 6% Mount Diablo /Martinez/Walnut Creek Unified School District Grants; 6% Employment and Human Services Department)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.42 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Community Options for Families and Youth, Inc., in an amount not to exceed \$2,104,222 to provide mental health services, multisystemic therapy and functional family therapy for seriously emotionally disturbed adolescents and their families for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,052,111. (40% Federal Medi-Cal; 40% Mental Health Realignment; 20% Probation/Mental Health Services Act)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.43 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Community Options for Families and Youth, Inc., in an amount not to exceed \$2,133,536 to provide therapeutic behavioral services and school-based counseling enriched classroom services for seriously emotionally disturbed children and youth and their families for the period July 1, 2018 through June 30, 2019, including a six-month automatic extension through December 31, 2019 in an amount not to exceed \$991,768. (46% Federal Early and Periodic Screening, Diagnosis and Treatment; 46% Mental Health Realignment; 8% Pittsburg Unified School District)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.44 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Desarollo Familiar, Inc. (dba Familias Unidas), in an amount not to exceed \$286,523 to provide mental health services in West County for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$143,261. (18% Federal Medi-Cal; 40% Substance Abuse/Mental Health Services Administration Grant; 42% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 45 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Fred Finch Youth Center in an amount not to exceed \$1,295,794 to provide school- and community-based mental health services to adolescent children and their families, including therapeutic behavioral services, for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$637,897. (49% Federal Medi-Cal, 49% Mental Health Realignment; 2% Mt. Diablo Unified School District)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 46 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with West Contra Costa Unified School District in an amount not to exceed \$613,650 to provide wraparound services to severely emotionally disturbed children for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$304,325. (50% Federal Medi-Cal, 49% Mental Health Realignment and 1% West Contra Costa Unified School District)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 47 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Mountain Valley Child and Family Services, Inc., in an amount not to exceed \$2,448,767 to provide intensive day treatment, mental health services and therapeutic behavioral services for seriously emotionally disturbed youth and dependents for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,224,383. (50% Federal Medi-Cal; 24% Mental Health Realignment; 26% Employment and Human Services)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 48 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a novation contract with Lincoln, Inc., in an amount not to exceed \$5,799,836 to provide residential and school-based mental health services for seriously emotionally disturbed students and their families, including case management, crisis intervention and medication support, for the period July 1, 2018 through June 30, 2019, with a six-month automatic extension through December 31, 2019 in an amount not to exceed \$2,899,918. (48% Federal Medi-Cal; 37% County Mental Health Realignment; 13% Antioch/Pittsburg Unified School Grant; 2% Tides Foundation Grant)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 49 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Waters Moving & Storage, Inc. effective December 18, 2018, to increase the payment limit by \$97,000 to a new payment limit of \$140,000 to provide moving services, with no change to the term ending May 31, 2019, Countywide. (100% County General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 50 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective August 21, 2018 with Epic Care, to increase the payment limit by \$250,000 to a new payment limit of \$7,250,000 to provide additional otolaryngology services for Contra Costa Health Plan members, with no change to the term ending November 30, 2019. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 51 APPROVE an allocation of \$7,000 of Keller Canyon Mitigation funds for Americans with Disabilities Act access improvements at the Ambrose Community Center, a polling center for Contra Costa County elections, as recommended by the Keller Canyon Mitigation Fund Review Committee. (100% Keller Canyon Mitigation Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 52 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Groupware Technology, Inc., to extend the term from December 31, 2018 to December 31, 2019 with no change in payment limit of \$136,400, to continue providing data migration services to complete the new data center. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 53 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Contra Costa County Office of Education, effective December 1, 2018, to increase the payment limit by \$194,925 to a new payment limit of \$754,925, to update both youth workforce development services being provided and regional plans for the East Bay Regional Planning Unit as required by the Workforce Innovation and Opportunity Act, with no change to the term ending June 30, 2019. (100% Federal)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 54 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Elizabeth M. Berryman, M.D., in an amount not to exceed \$300,000 to provide patient care services at Contra Costa County's adult and juvenile detention facilities for the period December 1, 2018 through November 30, 2019. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 55 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Insite Digestive Health Care in an amount not to exceed \$600,000 to provide gastroenterology services for Contra Costa Health Plan members for the period from January 1, 2019 through December 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 56 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Armen Serebrakian, M.D., in an amount not to exceed \$500,000 to provide otolaryngology services to Contra Costa Health Plan members for the period January 1, 2019 through December 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 57 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Thomas J. Mampalam, A Professional Corporation, in an amount not to exceed \$200,000 to provide neurosurgery services for Contra Costa Health Plan members for the period January 1, 2019 through December 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 58 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with William W. Chen, M.D., Medical Corporation, in an amount not to exceed \$410,000 to provide primary care, allergy and immunology services to Contra Costa Health Plan members for the period January 1, 2019 through December 31, 2020. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 59 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective November 1, 2018 with Razen and Ruztin, LLC, to increase a payment rate to provide a higher level of care for residential board and care services, with no change in the payment limit and no change to the term ending June 30, 2019. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 60 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract containing mutual indemnification with the County of Plumas in an amount not to exceed \$275,000 to participate in the Medi-Cal Administrative Activities and Targeted Case Management programs to enable Contra Costa County to receive federal reimbursement for promoting access to services for Medi-Cal patients for the period July 1, 2018 through June 30, 2019. (100% Medi-Cal Administrative Activities and Targeted Case Management)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 61 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Ronald L. Leon, M.D., Inc., in an amount not to exceed \$209,664 to provide outpatient psychiatric services in East Contra Costa County for the period April 1, 2019 through March 31, 2020. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 62 APPROVE and AUTHORIZE the Clerk-Recorder, or designee, to execute a contract amendment effective December 18, 2018 with Consolidated Printing, Inc., to increase the payment limit by \$1,500,000 to a new payment limit of \$5,500,000 for printing and mailing sample ballot materials, with no change to the term ending December 31, 2018. (100% County General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 63 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Ramon Berguer, M.D., in an amount not to exceed \$460,000 to provide general surgery services for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2019 through December 31, 2020. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 64 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with David H. Raphael, M.D., in an amount not to exceed \$630,000 to provide general surgery services for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2019 through December 31, 2020. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 65 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with SHC Services, Inc. (dba Supplemental Health Care), to extend the term from December 31, 2018 through June 30, 2019 with no change in the original payment limit of \$1,500,000, to continue providing temporary medical staffing services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 66 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Laura Mata Lopez in an amount not to exceed \$106,250 to provide mental health assessments, medication management and general healthcare evaluations for youth with co-occurring substance abuse and mental health disorders in West Contra Costa County, for the period December 18, 2018 through July 31, 2019. (100% Mental Health Services Act)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 67 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Cross Country Staffing, Inc., to extend the term from December 31, 2018 through June 30, 2019 with no change in the payment limit of \$5,000,000, to continue providing temporary medical staffing services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 68 APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Curascript, Inc., in an amount not to exceed \$500,000 for the hormone implant Nexplanon (pregnancy prevention) to be used at the Contra Costa Regional Medical Centers and Martinez Detention Centers for the period December 1, 2018 through November 30, 2019. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 69 APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Matheson Tri-Gas, Inc., to and extend the term through December 31, 2019 and increase the payment limit by \$50,000 to a new payment limit of \$200,000 for the purchase of liquid medical oxygen at the Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 70 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Per Diem Staffing Systems, Inc., to extend the term from December 31, 2018 through June 30, 2019 with no change in the payment limit of \$800,000, to continue providing temporary medical staffing services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 71 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Medical Solutions, Inc. (dba Nebraska Medical Solutions), to extend the term from December 31, 2018 through June 30, 2019 with no change in the payment limit of \$3,300,000, to continue providing temporary medical staffing services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 72 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Signature Parking, LLC, in an amount not to exceed \$335,000 to provide parking management services for Contra Costa Regional Medical Center for the period January 1 through December 31, 2019. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 73 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Aya Healthcare, Inc., to extend the term from December 31, 2018 through June 30, 2019 with no change in the payment limit of \$1,000,000, to continue providing temporary medical staffing services at Contra Costa Regional Medical Center and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 74 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective November 1, 2018 with Maxim Healthcare Services, Inc., to increase the payment limit by \$500,000 to a new payment limit of \$1,000,000 and extend the term from December 31, 2018 through June 30, 2019 for additional temporary medical staffing services at Contra Costa Regional Medical and Health Centers. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 75 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective December 31, 2018 with Shelter Inc. of Contra Costa County, to increase the payment limit by \$685,219 to a new payment limit of \$1,370,440 and extend the term from December 31, 2018 through June 30, 2019 for additional supportive housing services for homeless families. (100% Employment and Human Services Department CalWORKS)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 76 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with MGA Healthcare, Inc., in not to exceed \$800,000 to provide temporary medical staff at Contra Costa Regional Medical Center and Health Centers for the period December 1, 2018 through May 31, 2019. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 77 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment effective December 1, 2018 with Greater Richmond Inter-Faith Program, to increase the payment limit by \$140,000 to a new payment limit of \$390,000 to operate a new Warming Center for individuals not able to access shelter and to maintain the West County CARE Center for the Homeless Coordinated Entry System of Care, with no change to the term ending September 30, 2019. (55% U.S. Department of Housing and Urban Development; 19% County General Fund; 26% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 78 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with ImagingTek, Inc., to extend the term from January 31, 2019 through January 31, 2020 with no change to the payment limit of \$412,000, for continuing document imaging services. (100% Land Development Fees)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 79 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Bi-Bett in an amount not to exceed \$6,223,130 to provide substance use disorder prevention, treatment and detoxification services for Contra Costa County residents for the period July 1, 2018 through June 30, 2019. (47% Substance Abuse Treatment and Prevention Block Grant; 47% Federal Medi-Cal; 6% Public Safety Realignment Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 80 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jackson & Coker Locumtenens, LLC in an amount not to exceed \$1,218,336 to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics for the period January 1 through December 31, 2019. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 81 APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$13,666 to Bay Area Community Resources, Inc., for substance abuse treatment services provided to adults in West County during the period July 1, 2017 through June 30, 2018. (100% Federal Drug Medi-Cal)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 82 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Urban Tilth, to extend the term from December 31, 2018 through December 31, 2021 and update the contractor's address, with no change to the payment limit of \$105,000, for ongoing operation of the Urban Farm in the North Richmond Area. (100% Park Dedication/Park Impact Fees)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 83 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with First Baptist Church of Pittsburg, California, to increase the payment limit by \$54,651 to a new payment limit of \$2,164,616 for Head Start Delegate Agency childcare services with no change to term of January 1 through December 31, 2018. (100% Federal)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 84 ALLOCATE \$40,000 from the Livable Communities Trust (District IV portion) to Choice in Aging to provide the Infrastructure Workforce Development Project for the period January 1 through December 31, 2019, as recommended by Supervisor Mitchoff. (100% Livable Communities Trust Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 85 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Wright Institute in an amount not to exceed \$1,545,000 to provide behavioral health services to Contra Costa Regional Medical Center and Health Centers for the period January 1 through December 31, 2019. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

Other Actions

C. 86 CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on December 4, 2018, regarding the issue of homelessness in Contra Costa County, as recommended by the Health Services Director. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 87 ACCEPT the 2018 Advisory Body Annual Report for the Affordable Housing Finance Committee, as recommended by the Conservation and Development Director. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 88 APPROVE and AUTHORIZE the Employment and Human Services Director to amend the Department's Years of Service Awards Policy, effective January 1, 2019 and AUTHORIZE the expenditures not to exceed \$2,400 for the annual event awards, venue, light refreshments, and decorations. (10% County, 45% State, 45% Federal)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 89 ACCEPT the Treasurer's Quarterly Investment Report as of September 30, 2018, as recommended by the County Treasurer-Tax Collector.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 90 RECEIVE the 2018 Annual Report from Pacheco Municipal Advisory Council.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 91 APPROVE the El Sobrante Library repair project and take related actions under the California Environmental Quality Act, as recommended by the Public Works Director, El Sobrante area. (71% Park Dedication Funds, 29% Transportation for Livable Communities Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 92 APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute, on behalf of the County, a tolling agreement with GTE MobilNet of California Limited Partnership (dba Verizon Wireless) to extend the time to act on wireless access permit applications for facilities proposed to be located in the County public right-of-way near near 401 Horsetrail Court and 1524 Alamo Way in the Alamo area, and 1955 Meadow Road in the Walnut Creek Area. (100% Applicant fees)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 93 DIRECT the County Administrator to appoint an Ad Hoc Committee to review and make recommendations for any increased compensation for 2019 and subsequent years for the Board of Supervisors and report back within 90 days. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 94 ACCEPT the 2018 Annual Report from the County Service Area P-2A (Blackhawk) Citizens Advisory Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 95 APPROVE clarification of Board Action of December 4, 2018 (Item C.48), which authorized the Health Services Director to execute a contract with the Bay Area Rapid Transit Police Department, to reflect the termination date of June 30, 2019 instead of November 30, 2019 with no change to the payment limit, for the County's Coordinated Outreach Referral and Engagement Team. (25% County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 96 APPROVE clarification of Board Action of October 23, 2018 (C.66), which authorized the Health Services Director to execute a contract with Oxford House, Inc., to reflect a payment limit of \$139,340 instead of \$157,340 with no change in the term of October 1, 2018 through June 30, 2019, for the provision of substance abuse prevention and treatment services. (78% Substance Abuse Prevention and Treatment Discretionary Fund; 4% Substance Abuse Prevention and Treatment Perinatal Grant; 18% SAMHWorks allocation fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C. 97 APPROVE and AUTHORIZE County Counsel, or designee, to execute on behalf of the County a consent to Goldfarb & Lipman representing the City of Hercules and the Hercules Successor Agency, which is the successor to the Hercules Redevelopment Agency, in litigation against the California Department of Finance and the Contra Costa County Auditor-Controller. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

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 72 hours prior to that meeting are available for public inspection at 651 Pine Street, First Floor, Room 106, Martinez, CA 94553, during normal business hours.

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

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

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

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

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

Applications for personal subscriptions to the weekly Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 335-1900. The weekly agenda may also be viewed on the County's Internet Web Page:

www.co.contra-costa.ca.us

STANDING COMMITTEES

The **Airport Committee** (Supervisors Diane Burgis and Karen Mitchoff) meets on the second Wednesday of the month at 11:00 a.m. at Director of Airports Office, 550 Sally Ride Drive, Concord.

The **Family and Human Services Committee** (Supervisors Candace Andersen and John Gioia) meets on the fourth Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Finance Committee** (Supervisors Karen Mitchoff and John Gioia) meets on the fourth Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Hiring Outreach Oversight Committee** (Supervisors Candace Andersen and Federal D. Glover) meets on the first Monday of every other month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Internal Operations Committee** (Supervisors Diane Burgis and Candace Andersen) meets on the second Monday of the month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Legislation Committee** (Supervisors Karen Mitchoff and Diane Burgis) meets on the second Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Public Protection Committee** (Supervisors John Gioia and Federal D. Glover) meets on the first Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Transportation, Water & Infrastructure Committee** (Supervisors Karen Mitchoff and Candace Andersen) meets on the second Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

Airports Committee	February 13, 2019	11:00 a.m.	See above
Family & Human Services Committee	TBD	TBD	See above
Finance Committee	TBD	TBD	See above

Hiring Outreach Oversight Committee	TBD	TBD	See above
Internal Operations Committee	TBD	TBD	See above
Legislation Committee	TBD	TBD	See above
Public Protection Committee	TBD	TBD	See above
Transportation, Water & Infrastructure Committee	TBD	TBD	See above

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA, MAY BE LIMITED TO TWO (2) MINUTES

A LUNCH BREAK MAY BE CALLED AT THE DISCRETION OF THE BOARD CHAIR

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

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

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

AB Assembly Bill
ABAG Association of Bay Area Governments
ACA Assembly Constitutional Amendment
ADA Americans with Disabilities Act of 1990
AFSCME American Federation of State County and Municipal Employees
AICP American Institute of Certified Planners
AIDS Acquired Immunodeficiency Syndrome
ALUC Airport Land Use Commission
AOD Alcohol and Other Drugs
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BCDC Bay Conservation & Development Commission
BGO Better Government Ordinance
BOS Board of Supervisors
CALTRANS California Department of Transportation
CalWIN California Works Information Network
CalWORKS California Work Opportunity and Responsibility to Kids
CAER Community Awareness Emergency Response
CAO County Administrative Officer or Office
CCCPCFD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CDBG Community Development Block Grant
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCPCFD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
DSRIP Delivery System Reform Incentive Program
EBMUD East Bay Municipal Utility District
ECCPCFD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
EPSDT Early State Periodic Screening, Diagnosis and Treatment Program (Mental Health)
et al. et alii (and others)

FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
F&HS Family and Human Services Committee
First 5 First Five Children and Families Commission (Proposition 10)
FTE Full Time Equivalent
FY Fiscal Year
GHAD Geologic Hazard Abatement District
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HIPAA Health Insurance Portability and Accountability Act
HIV Human Immunodeficiency Syndrome
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IHSS In-Home Supportive Services
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
LVN Licensed Vocational Nurse
MAC Municipal Advisory Council
MBE Minority Business Enterprise
M.D. Medical Doctor
M.F.T. Marriage and Family Therapist
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
OB-GYN Obstetrics and Gynecology
O.D. Doctor of Optometry
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
Psy.D. Doctor of Psychology
RD Redevelopment Agency
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: ACCEPT Renewable Resource Potential Study and Provide Direction

RECOMMENDATION(S):

1. ACCEPT the Renewable Resource Potential Study, (Study) as recommended by the Conservation and Development Director;
2. DIRECT the Department of Conservation and Development to take the following steps to further analyze and address through future Board actions the findings and recommendations of the Study:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: , Deputy

Contact: Jody London,
925-674-7871

cc:

RECOMMENDATION(S): (CONT'D)

- Prepare and analyze draft amendments to the County General Plan and Zoning Code that would expand the area within which an applicant could apply for a Land Use Permit. This would include additional public outreach, review and consideration by the Planning Commission and a final determination by the Board. Of the two Options shown in the attached Figures 1-4, staff recommends the larger Option 1;
- Explore incentives and other means of encouraging the construction of solar energy projects on commercial rooftops, parking lots, and underutilized land in commercial, industrial, and other infill areas and seek collaboration with MCE and other potential partners to propose policies to achieve this;
- Consider and evaluate other findings and recommendations of the Study as part of the projects currently underway to update the County's General Plan and Climate Action Plan.

FISCAL IMPACT:

The Study has been largely funded by a \$49,000 grant from the California Strategic Growth Council. Seven participating cities contributed additional funds to pay for additional analysis for their City. Land Development Funds covered some staff and consulting costs. Work on future actions would be covered by the Land Development Fund and the Sustainability Coordinator using existing staff and budget.

BACKGROUND:

Summary

In 2017, Contra Costa County (County) received a grant from the California Strategic Growth Council to study the potential for renewable energy generation within the County and evaluate options for updating zoning ordinances to facilitate the development of renewable resources in the County, while remaining mindful of long-term planning considerations and potential tradeoffs. The project also calls for the Department of Conservation and Development (DCD), which is managing the project, to work with the communities of Bay Point, Rodeo, and North Richmond to explore potential opportunities to develop community renewable energy projects that would allow residents to purchase renewable energy.

The Renewable Resource Potential Study (Study) finds that the greatest opportunity to increase the amount of renewable energy generated in the County is with solar energy, in two forms. The first is rooftop solar installed on buildings and parking lots in the developed, urbanized areas of the County. The second is with ground-mounted solar in the unincorporated areas of the County, both in "infill" areas such as industrial buffers and brownfields and in areas currently zoned for agriculture.

The Study includes a number of recommendations for the County to consider, including the development of incentives to improve the economics of "in-fill" solar development in urbanized areas, and changes to the the County General Plan and Zoning Code to facilitate greater opportunity of solar energy generation in less developed areas of the County. Staff recommend the Board provide direction to DCD to seek collaboration with MCE to develop programs that incentivize construction of rooftop parking lot and infill solar installations, prepare amendments to the General Plan and Zoning Code to update permitting requirements to facilitate greater solar development in specified areas and consider other recommendations through the General Plan and CAP update scheduled to be completed in 2020.

Prior Board Action to Support Renewable Energy

In December 2015, the Board of Supervisors adopted a Climate Action Plan (CAP). The CAP sets goals

for installing renewable energy on public land (i.e., County facilities), and for installing renewable energy on homes and businesses. In May 2017, the Board opted to join MCE, a community choice aggregator. A primary factor in the Board's decision to join MCE was the opportunity to increase the amount of renewable energy used in Contra Costa County. Eight cities also opted to join MCE in 2017, bringing the total number of Contra Costa jurisdictions that are MCE members to 14.

In August 2017, the Board of Supervisors joined the We Are Still In Coalition, which is intended to demonstrate that major sub-national leaders in the United States are still committed to ambitious action on climate change, notwithstanding the decision by the U.S. Administration to withdraw from the Paris Climate Accord. The Renewable Resource Potential Study is an important contribution by the County to We Are Still In and is listed on the We Are Still In website.

The State of California has long been a leader on renewable energy issues. In 2006, California adopted Assembly Bill 32, the Global Warming Solutions Act. AB 32 was the first program in the country to take a comprehensive, long-term approach to addressing climate change, and does so in a way that aims to improve the environment and natural resources while maintaining a robust economy. Since the passage of AB 32, California has passed more laws that further the State's commitment to clean and healthy communities, even as impacts of a changing climate have become more pronounced. In September 2018, Governor Brown signed Senate Bill 100, which commits California to obtaining 60 percent of its electricity from carbon-free sources by 2030, and 100 percent by 2045. The Governor also issued an executive order establishing a target for the State to become carbon neutral by the same year. California is the largest economy to make these commitments. The Renewable Resource Potential Study provides Contra Costa County with data on which to chart a path to ensuring the County helps the State achieve its ambitious clean energy goals.

Development of the Study

Through a competitive solicitation process, DCD selected the Cadmus Group (Cadmus) to perform the technical analysis of resource potential and evaluate options for reducing zoning barriers (Renewable Resource Potential Study, or Study). The analysis process began in March 2018 and looked at potential for solar, wind, biomass, and biogas energy. As part of the project development process, DCD hosted four stakeholder meetings to solicit ideas and input, on the following dates: May 24, 2018; July 25, 2018; September 27, 2018; and October 29, 2018. Participants in the meetings included renewable energy developers, conservation and environmental groups, members of the County's Sustainability Commission, MCE, PG&E, staff from County departments, staff from interested cities, and others. Cadmus presented an overview of the Study to the Sustainability Commission at its June meeting. DCD staff have provided ongoing updates on the study to the Board of Supervisors' Ad Hoc Committee on Sustainability, which directed staff to bring this report to the Board. The draft report was posted for public review and comment prior to the final stakeholder meeting; six groups submitted written comments.

Several of the cities in the County had expressed interest in similar analysis of opportunities in their jurisdictions. The project team worked with seven cities that responded affirmatively to the opportunity to be included and contributed funding. For these cities – Concord, Lafayette, Martinez, Oakley, Pinole, Pleasant Hill, and Walnut Creek – the team assessed the solar resources that could be sited on City-owned facilities (and in some cases on properties owned by other parties.)

Findings

Technical Resource Potential

The Renewable Resource Potential Study is an important next step for bringing more renewable energy to Contra Costa County. Looking at technical potential – including detailed analysis of land use opportunities and constraints but not project economics, or other factors – the Study finds that there is significant potential for renewable energy here. Some of that energy can be used entirely by the customer at the site where it is installed; there are additional opportunities to install renewable energy that will then be sold. It is in these instances of commercial sale of electricity where it is important to consider long-term planning considerations and potential trade-offs.

The Study finds that there is potential for 50% to 83% of the electricity consumed in Contra Costa County to come from local renewable energy sources. (See Table 1, Renewable Resource Technical Potential in Contra Costa County.) Rooftop solar on existing buildings offers the highest potential, both in terms of capacity and annual generation. There are also opportunities to generate solar electricity from shade structures installed in parking lots, on urban land unlikely to be developed, and on agricultural land with relatively low constraints. The Study examines solar opportunities and land use tradeoffs in detail.

In terms of wind energy, Contra Costa County has been an early leader with the wind developments in the Altamont Pass in the eastern part of the County. This Study reveals that there is additional technical potential for wind power, including the industrial buffer lands east of Rodeo and the hills south and west of Bay Point. There may also be opportunities with emerging small-scale wind technology.

While there is some technical potential to generate electricity from biomass and biogas technologies, at this time the Study does not find that these sectors are likely to contribute nearly as much renewable energy as the other sectors.

Land Use Priorities

By land mass, Contra Costa County is the eighth-smallest county in the state, containing about 0.5% of the state's land mass, yet it has the ninth-largest population of California's 58 counties. In considering options for meeting electricity demand from renewable resources located within the County, there is a larger load to serve and less land on which to develop energy resources. The value of available land in counties with higher population densities, like Contra Costa, will on average likely be higher than the value of land in less densely populated counties. Contra Costa County has a voter-approved urban limit line, within which development is directed. Much of the land outside the urban limit line is dedicated to agriculture, parks, and habitat conservation, all important priorities for the County's economy, environment, and quality of life.

As noted above, Contra Costa already has a significant amount of installed solar and wind energy capacity (See attached Table 2). In looking at other counties in the region, Contra Costa has the most existing solar photovoltaic (PV) capacity of any of those counties. Several years ago the County adopted an online permit process for rooftop PV, the electricity for which is used on site. As indicated in Table 3, the County processes about 1,500 applications for rooftop solar per year, up from 315 in 2008. In 2015, the County implemented online permits for rooftop solar, and installations have increased since. The County has earned a Bronze designation from the U.S. Department of Energy's SolSmart program, which recognizes communities' actions to reduce solar soft costs and barriers and action to advance local solar markets.

In terms of ground-mounted solar, which is often the form of commercial solar projects, the County until December 2017 did not have an ordinance that allowed commercial solar resources where the energy produced would be sold to an off-site purchaser. The Study shows that significant infill opportunities do exist. These would pose very little tradeoffs as these lands may not have another economic use and

generally do not support agriculture nor are valued for their scenic qualities. The Study also shows that additional low-tradeoff land acreage falls within zones where ground-mounted solar is not a permitted use. Solar developers often prefer to evaluate sites on farmland of marginal value as these may offer lower site preparation, acquisition, and mitigation costs. Figure 19 from the Study shows the areas in the County with technical potential for ground-mounted solar.

Policy Considerations

As the County considers what forms of renewable electricity to encourage be developed, there are a number of policy considerations. The Study examines which counties have had the most success developing renewable resources. It identifies current and potential zoning policies for rooftop and ground-mounted solar, and for large- and small-scale wind. For biomass and biogas energy, the Study focuses more on coordination with local refuse haulers and waste sources than on developing projects within the County.

There is significant support among stakeholders for developing solar on rooftops, parking lots and urban land unlikely to be developed for other uses. While there is a large amount of technical potential for rooftop and parking lot solar, those projects typically come at a higher cost than large-scale solar and wind. The zoning policy that has drawn the most attention to date is whether to permit ground-mounted solar in areas currently designated for farmland.

There is strong interest in seeing the County lead by example by installing more solar and potentially small-scale wind on County facilities and properties.

Recommended actions

The Study identifies various actions the County can consider to facilitate the development of more renewable energy within the County, as follows:

The Study makes recommendations for ground-mounted solar on parking lots and “urban land unlikely to be developed.” However, the Study also identifies that such solar projects in urbanized areas tend to be relatively expensive to develop due to high land values and size restrictions that reduce economies of scale. The challenge of developing such projects is to create economic conditions that incentivize and justify their construction. The Study suggests that the County seek to collaborate with MCE to explore incentives and related opportunities to develop solar on parking lots or other urban land unlikely to be developed. MCE was selected by the Board in 2017 as the County's Community Choice Energy provider, and part of the justification for the County participating in MCE was to encourage greater local renewable energy generation.

The Study also identifies that "green field" ground-mounted solar projects can be relatively less expensive due to the potential for larger installations and greater economies of scale. However, such projects may conflict with competing high-priority land uses in undeveloped areas of the County, such as agriculture, parks and open space. The Study recommends the County consider amending its zoning code to update and define the criteria for permitting commercial-scale solar projects in specified zoning districts, such as parcels zoned for agricultural use that are not in high quality agricultural areas.

The Study makes a variety of other recommendations concerning actions the County may wish to pursue to encourage solar and other forms of renewable development, such as the following:

Wind energy. The County's ordinance for large-scale wind has not been updated since the 1980s, nor has the County received applications for new large wind projects. Because wind energy technology is

evolving to make small-scale projects more viable, the County may wish to consider how it can proactively update its zoning to address these technological changes.

Biomass and biogas. Some of the waste management operators in the County, both solid waste and waste water, have been exploring opportunities to collect biogas onsite, which they could then use to generate electricity for consumption both onsite and for potential sale.

Staff recommends the Board direct DCD to consider these and the other findings and recommendations of the Study as the department prepares updates to the County General Plan and Climate Action Plan, which are currently underway.

Resource Potential in Disadvantaged Communities

While the Study does not examine the economic and political feasibility of community energy projects in the communities of Bay Point, Rodeo, and North Richmond, it confirms that there is potential in all those communities for solar and wind energy. As part of the Strategic Growth Council grant, DCD is investigating the current status of State laws and programs for developing projects that could economically serve residents of these communities. On November 27, the California Department of Community Services and Development announced a \$2.4 million award to Grid Alternatives for community solar project in Richmond. Aside from this award, DCD staff is finding that most developers do not believe the current regulatory and pricing structures create sufficient incentives to install community solar projects, where residents would be able to purchase electricity from a project located in or near their community. It can be challenging for people who rent and/or are low-income to install solar panels on their roofs.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to accept the report and provide direction to staff would hinder the development of more renewable energy in Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

N/A

CLERK'S ADDENDUM

*Speakers: Camille Wasinger, Intersect Power; Juan Pablo Galvan, Save Mt. Diablo. **ACCEPTED the study; and DIRECTED the Department of Conservation and Development to take the following steps to further analyze and address through future Board actions the findings and recommendations of the Study:**•Prepare and analyze draft amendments to the County General Plan and Zoning Code that would expand the area within which an applicant could apply for a Land Use Permit. This would include additional public outreach, review and consideration by the Planning Commission and a final determination by the Board of the two Options shown in the attached Figures 1-4, staff recommends the larger Option 1; •Explore incentives and other means of encouraging the construction of solar energy projects on commercial rooftops, large parking lots, and underutilized land in commercial, industrial, and other infill areas, including but not limited to seeking to maximize solar output from development of new buildings and seek collaboration with MCE and other potential partners to propose policies to achieve this; •Consider and evaluate other findings and recommendations of the Study as part of the projects currently underway to update the County's General Plan and Climate Action Plan.*

ATTACHMENTS

Renewable Resource Potential Study

Contra Costa County Renewable Resource Technical Potential

Table 2. Existing Renewable Capacity in Bay Area Region

Table 3. Rooftop Solar Permits

Option 1, Figure 1- Land potentially suitable for solar installations on Ag land

Option 2, Figure 2-Land potentially suitable for solar installations on Ag land

Figure 3- Two views of the southern portion of Option 1

Figure 4- Two views of the southern portion of Option 2

Comments on Draft Report

Figure 19- Potential Ground Mounted Solar Installations

PowerPoint Presentation

Contra Costa County Renewable Resource Potential Study

December 18, 2018



Prepared for:

Contra Costa County
Department of Conservation
and Development

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Acknowledgements

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Table of Contents

Acknowledgements	i
Table of Contents.....	ii
1. Executive Summary	7
1.1. Quantification of Technical Potential	8
1.2. Extending the Benefits of Renewables to All	11
1.3. Leading by Example	12
1.4. Planning and Zoning Options	12
1.4.1. Rooftop Solar	13
1.4.2. Ground Mounted Solar	13
1.4.3. Wind	14
1.4.4. Bioenergy	15
1.5. Conclusion	15
2. Introduction	19
2.1. Purpose	20
2.2. Scope	21
2.3. Context.....	22
2.3.1. California Renewables—Goals, Timelines, and Progress.....	22
2.3.2. MCE in Contra Costa County	26
2.3.3. Market Status of Solar, Wind, Biomass, and Biogas in California	27
3. Renewable Resource Quantification	32
3.1. General Methodology Considerations.....	32
3.1.1. Stakeholder Input.....	32
3.2. Solar Methodology and Results	33
3.2.1. Rooftop Solar	35
3.2.2. Parking Lot Solar	40
3.2.3. Ground-Mounted Solar	44
3.2.4. Total Solar Technical Potential.....	55
3.2.5. Indicative Economic Potential.....	59
3.3. Wind	61
3.3.1. Large Wind Farms	61

3.3.2.	Small-Scale Wind.....	64
3.4.	Biomass	66
3.4.1.	2018 California Biomass Market Status	66
3.4.2.	Biomass Resources in Contra Costa County.....	67
3.4.3.	Technically Available Biomass Resources Summary	72
3.5.	Biogas	73
3.5.1.	2018 CA Biogas Market Status	73
3.5.2.	Biogas Resources in Contra Costa County	74
3.5.3.	Technically Available Biogas Resources Summary	79
3.6.	Overall Summary of Resource Potential	81
3.6.1.	Breakout of Potential in Specific Location Types Within the County	81
3.6.2.	Development Challenges and Success Factors	84
4.	Zoning Options	86
4.1.	General Methodology	86
4.2.	Which Counties Have Had the Most Success Developing Renewables?	87
4.3.	Rooftop Solar	89
4.3.1.	Do the County’s Planning and Zoning Policies Facilitate Appropriate Development Rooftop Solar in Contra Costa County?	89
4.3.2.	Actions for Consideration	89
4.4.	Ground-Mounted Solar	91
4.4.1.	Do the County’s Planning and Zoning Policies Facilitate Appropriate Development of Ground-Mounted Solar in Contra Costa County?	91
4.4.2.	Planning Considerations for Ground-Mounted Solar	92
4.4.3.	Options to Facilitate Appropriate Solar Development Through Planning and Zoning Action	94
4.4.4.	Actions for Consideration	95
4.5.	Large-Scale Wind.....	98
4.5.1.	Do the County’s Planning and Zoning Policies Facilitate Appropriate Development of Large-Scale Wind in Contra Costa County?	98
4.5.2.	Planning Considerations for Large-Scale Wind	99
4.5.3.	Options to Facilitate Appropriate Wind Development through Planning and Zoning Action	100
4.5.4.	Actions for County Consideration	100

4.6.	Small-Scale Wind.....	101
4.6.1.	Do the County’s Planning and Zoning Policies Facilitate Small-Scale Wind Development?	101
4.6.2.	Planning Considerations for Small-Scale Wind	101
4.6.3.	Options to Facilitate Small-Scale Wind Through Planning and Zoning Action.....	101
4.6.4.	Actions for County Consideration	102
4.7.	Bioenergy (Biomass and Biogas)	102
4.7.1.	Do the County’s Planning and Zoning Policies Facilitate Appropriate Biomass/Biogas Development?.....	102
4.7.2.	Planning Considerations for Biomass and Biogas	102
4.7.3.	Options to Facilitate Bioenergy Development Through Planning and Zoning Action ..	102
4.7.4.	Actions for County Consideration	103
5.	Conclusions	104
	Appendix A: Solar Potential on County Owned and Leased Facilities	107
	Appendix B: Google Project Sunroof Solar Potential by Census Tract.....	108
	Appendix C: Glossary	114
	Appendix D: Cartography	116

Tables

Table 1.	Renewable Resource Technical Potential in Contra Costa County ^a	9
Table 2.	Solar Project Costs.....	11
Table 3.	Resource Potential in Disadvantaged Tracts.....	12
Table 4.	Additional Solar Capacity on County-Owned and Leased Buildings	12
Table 5.	Wholesale Electricity Cost Comparison.....	31
Table 6.	Parking Lot Solar Potential	43
Table 7.	Ground Mounted Solar Potential on Urban Land Unlikely to Be Developed (ULUTBD)	52
Table 8.	Ground Mount Rural Solar Potential by Proximity to Substation	55
Table 9.	Contra Costa County Total Solar Potential.....	56
Table 10.	Factors Affecting Economic Viability of Solar Projects, by Project Type.....	60
Table 11.	Contra Costa Large Scale Wind Potential.....	63
Table 12.	Agricultural Waste Available	69
Table 13.	Contra Costa County Wood Chipping and Grinding Facilities.....	70

Table 14. Technically Available Biomass Contra Costa County.....	72
Table 15. Contra Costa Wastewater Treatment Facilities	76
Table 16. Existing Contra Costa County Landfill Gas Projects ^a	79
Table 17. Contra Costa County Landfill Gas Potential	79
Table 18. Technically Available Biogas Contra Costa County Potential	80
Table 19. Contra Costa County Renewable Resource Technical Potential	81
Table 20. Disadvantaged Community Solar Potential	82
Table 21. County-Owned and Leased Solar Potential.....	83
Table 22. MCE-Eligible Solar Resources ^a in Contra Costa County.....	83
Table 23. NWEDI Solar and Wind Resources in Contra Costa County ^a	84
Table 24. Existing Renewable Capacity in Nine-County Bay Area Counties, Plus San Joaquin County ^a	88
Table 25. Existing Renewable Energy Generation Capacity by County for Bay Area Counties, Sorted by Quantity of Solar ^a	91
Table 26. Range of Planning and Zoning Options for Ground-Mounted and Parking Lot Solar	94
Table 27. California Large Scale Wind Farms ^a	99
Table 28. Options for Planning and Zoning Action for Large-Scale Wind	100
Table 29. Options for Planning and Zoning Action for Small-Scale Wind	101
Table 30. Options for Planning and Zoning Action for Biomass/Biogas	102
Table 31. Largest 10 County Owned or Leased Buildings	107
Table 32. Amount of Rooftop Solar Potential in Each Census Tract.....	108

Figures

Figure 1. Renewable Resource Potential Study Framework.....	21
Figure 2. California’s Progress Towards its SB100 Renewable Energy Targets	23
Figure 3. California RPS-eligible generation and total estimated capacity.....	24
Figure 4. Depiction of “Behind the Meter”	25
Figure 5. Growth in Behind-the-Meter Solar Capacity in California	26
Figure 6. California Hourly Electric Load Less Renewables, 10/22/16.....	29
Figure 7. Contra Costa County Solar Insolation	34
Figure 8. Contra Costa County Solar Rooftop Potential.....	37
Figure 9. Zoomed in screenshot of Google Sunroof’s characterization of rooftop solar availability and shading at DCD’s offices and surrounding buildings in Martinez	38

Figure 10. Net Metering Definition	39
Figure 11. Substation Locations	43
Figure 12. Ground Mount Solar Exclusion: Slope Less than 10%.....	45
Figure 13. Multi-Resolution Land Characteristics (MRLC) National Land Cover Database (NLCD) Land Cover Classification	48
Figure 14. Parks, Open Spaces and Conserved Agricultural Lands	49
Figure 15. Land Unsuitable for Solar Inside the Urban Limit Line	50
Figure 16. Example ULUTBD Highway Cloverleaf Potential Solar Site	51
Figure 17. Contra Costa Prime Soils	54
Figure 18. Contra Costa County Farmland and Prime Soil	55
Figure 19. Solar Technical Potential Areas in Contra Costa County	57
Figure 20. Agricultural Land of Relatively Low and Least Constraints	58
Figure 21. Wind Technology Evolution	61
Figure 22. Contra Costa County Wind Potential. Source: NREL Wind Prospector.....	62
Figure 23. Biomass Facilities in California	66
Figure 24. Biomass Power Plant.....	68
Figure 25. Contra Costa County Active Landfills	71
Figure 26. Anaerobic Digestion Schematic	73
Figure 27. Biofuel Research Projects in California	74
Figure 28. Manufacturing Firms in Contra Costa County.....	78

1. Executive Summary

The Contra Costa Renewable Resource Technical Potential Study, funded by a grant from the California Strategic Growth Council, is being conducted to identify opportunities that Contra Costa County can use to expand its leadership in local clean energy production and to bring clean energy's benefits broadly to County constituents, with attention on how these benefits can be shared with "disadvantaged" communities. The study includes four energy types: solar photovoltaic, wind, biomass combustion, and biogas generation.¹

The study has two primary purposes:

1. Quantify the magnitude of available renewable energy resources, identifying where resources could be located within the County, exploring typical cost levels associated with each type and subtype of resource, and identifying constraints and tradeoffs associated with developing resources in each location.
2. Evaluate existing options for updating policy and zoning to facilitate development of renewable resources in the County, while remaining mindful of long-term planning considerations and potential tradeoffs.

This study uses resource quality estimates (e.g., annual solar irradiance, wind speeds, energy value of bioenergy feedstocks) and evaluates specific locations for the amount of energy they could generate. Sites assessed were selected by examining system performance, topographic limitations, and environmental and land-use constraints to find the maximum electrical power possible to produce given these technical constraints. The study places a strong emphasis on identifying renewable resources within the Urban Limit Line (ULL), established in 1990 to direct growth to where infrastructure exists and to preserve farmland and open space.² Nevertheless, the study evaluates certain property types outside of the ULL, including areas that might be suitable for large-scale wind and agricultural lands with the fewest constraints to renewable development (e.g., solar or wind).

In addition to the two primary purposes of quantifying the magnitude of available renewable energy resources and exploring policy options to reduce zoning barriers, the project team has worked with seven cities within the County that asked to be included and contributed funding. For these cities, the team has assessed the solar resources that could be sited on City-owned facilities (and in some cases on properties owned by other parties). The cities are Concord, Lafayette, Martinez, Oakley, Pinole, Pleasant Hill, and Walnut Creek. This includes a site-by-site assessment of shading, roof orientation, parking lot

¹ Biomass is distinguished from biogas for this study in that biomass resources would be feedstocks that are combusted directly, while biogas is generated from a feedstock (typically by anaerobic digestion), and later combusted for energy.

² Such resources inside the ULL include solar on rooftops, parking lots, and "urban land unlikely to be developed" (a category defined for this study that includes brownfields, industrial buffer land, surplus land along freeways, and other lands that probably will not be developed for any other purpose and present few, if any, tradeoffs.

geometry and size, and other factors that provide a high-level understanding of which of their facilities have the most solar resource. The level of detail is limited to the technical potential and does not address questions of economics or feasibility. This additional work has been facilitated by the coordination between the County and its cities and was entirely separately funded, outside of the Strategic Growth Council grant that funded the majority of the study.

The study has benefited from the input of numerous stakeholders, both within County government and external stakeholders from cities within the County, community organizations operating in the County, environmental groups, local renewable energy project developers, utility stakeholders and energy supply stakeholders (both PG&E and MCE), the Contra Costa County Sustainability Commission, and citizens at large. Four meetings have been held throughout 2018 to solicit input from stakeholders on all components of the project, from methodology to resource potential to zoning and policy options. The County thanks these stakeholders for contributing their time and insights throughout the process.

1.1. Quantification of Technical Potential

As a technical potential study, this task focuses on the quantification of available resources in the County, considering environmental and land-use constraints, system performance, and site and topographic constraints. Economic constraints are also incorporated at a high level to account for project types that do not tend to be economically feasible (e.g., not including north-facing roof tops for solar, not including large wind farms below a certain size threshold).³ Site-specific attributes are extremely important to any given project's economic viability, and accordingly, the technical potential estimates should not be viewed as predictions of how much resource would be developed, nor should the estimate be viewed as an endorsement that all of these resources should be developed. Rather the technical potential estimate sets an upper bound to inform how much energy could be developed subject to these constraints with existing technology efficiencies.

Subject to these caveats, Table 1 provides a sum of all the possible resources, both in the unincorporated portions of the County and in the cities. At a high level, this table estimates that between 4,674,000 and 7,990,000 megawatt hours (MWh) could be generated within the County by new renewable resources. For reference, total electricity consumption in the County in 2017 was 9,644,000 MWh.⁴

Of the resource types, rooftop solar by far offers the highest potential, both in terms of capacity and annual generation. Rooftop solar is followed in magnitude by non-urban, ground-mounted solar, on agricultural land with the least constraints. However, such areas have strong competing uses and priorities, such as agriculture, open space, aesthetics, and habitat. Parking lots could serve as a

³ More detail is provided in the methodology section for each of the renewable resource types.

⁴ It should be noted that new electricity loads have the potential to significantly increase county-wide electricity consumption, including the adoption of electric vehicles and heat pumps. Usage statistic sourced from California Energy Commission: <http://ecdms.energy.ca.gov/elecbycounty.aspx>.

significant solar resource and have the added benefit of providing shade as well as minimal tradeoffs associated with their development. The magnitude of new large wind resources available is significantly lower than the solar resource, and while significant siting challenges make the development of this potential far from certain, it is worth noting that newer turbine technology has made sites with lower average wind speeds potentially viable. Of all the bioenergy resources, the largest single component is landfill waste to energy, but this resource would only be realized if the County diverted all landfilled waste to incinerators, a policy change that appears unlikely for multiple reasons, including the current economics of the biomass combustion industry in California, as will be explained in the section on biomass. The other resource types offer less annual generation potential, but, taken together, could yield a significant amount of generation.

Table 1. Renewable Resource Technical Potential in Contra Costa County^a

Type		MW Capacity		Annual MWh	
		Low	High	Low	High
Solar	Rooftops	1450	2600	2,290,000	4,100,000
	Parking Lots	180	530	280,000	840,000
	Urban Land Unlikely to be Developed	120	310	190,000	490,000
	Agricultural Land with Relatively Low Constraints	760	970	1,200,000	1,530,000
	Total Solar	2,510	4,410	3,960,000	6,960,000
Wind	Total Wind	35	35	76,700	76,700
Biomass	Agricultural	3	6	24,100	48,200
	Wood Waste	6	26	48,000	192,000
	Landfill	62	78	459,000	580,500
	Total Biomass	71	110	531,000	820,700
Biogas	Food Waste	1.5	1.8	10,800	13,200
	Waste Water	1.7	2.0	12,400	15,200
	Landfill Gas:	11	14	83,400	104,200
	Total Biogas	14	18	106,600	132,600
Grand Total		2,600	4,600	4,674,000	7,990,000

^a Includes resources located in both the unincorporated areas of the County and the cities in the County. Estimates reflect future potential and do not include current renewable generation in the County.

The findings of Table 1 must be interpreted cautiously. While rooftop solar presents the largest opportunity, it is distributed over hundreds of thousands of roofs. The County would need to dramatically scale up from its current rate of rooftop solar installations in order to fully capture the rooftop potential on these roofs in a reasonable time frame, and significant action has already been taken by installers and County and city governments to streamline the process, leaving fewer options to further accelerate the rate of rooftop deployment. Even if all building owners who could install solar decided to install it, the importance of having a relatively new roof for cost effectiveness means that it would take at least 25 years before this potential could be realized.

Another notable caveat is that utility rate structures and incentives are likely to be adjusted in the medium and long term due to the increasing importance of addressing the solar “duck curve,” the

phenomenon in which peak daytime solar production results in the risk of over-generation of electricity and strains the grid's capacity to ramp generation up and down to respond to changes in solar output (for more details, refer to the context section of the introduction). As a result, a renewable portfolio that better balances resource types and energy storage will be an important consideration in future years. However, the scale of potential new wind and bioenergy resources is limited compared to the scale of potential new solar resources, and current economics make the transition to increased biomass generation less likely in the near and medium term.

When reviewing the technical potential presented above, it should also be noted that the UC Berkeley and UCLA Schools of Law have estimated that it would require only about 10,000 additional MW of solar statewide to achieve 50% renewables, which was until recently the renewable portfolio standard (RPS) target for 2030.⁵ Given that Contra Costa County encompasses a very small percentage of the total land in California (~0.5%), the fact that 4,600 MW of renewables could come from the County alone underscores the importance of viewing this estimate as a technical potential estimate, rather than guidance for policy. The 4,600 MW identified could comprise 46% of additional statewide renewables needed to achieve 50% renewables statewide. Other counties that have fewer land use tradeoffs could also contribute significant amounts of land and renewable energy that could bring California not only toward its 2030 RPS goal, but also toward its new 100% greenhouse gas-free electricity goal by 2045. In particular, high-sun counties in southern California with significant undeveloped land will likely play an outsized role.⁶ On the other hand, several factors increase the importance of developing renewable resources where they are available and suitable, including 1) the fact that many constraints will slow the development of renewables both within and outside the County, including transmission constraints, local approval and buy-in, environmental review, and evaluation of tradeoffs and policy goals in other jurisdictions, and 2) increased load from population growth, electric vehicles, and the electrification of the heating sector will increase the need for more renewable generation.

It is also important to look at the renewable resources identified with a perspective on their relative costs. Typical costs for different types of solar projects are shown in Table 2.

⁵ <https://www.law.berkeley.edu/wp-content/uploads/2018/11/New-Solar-Landscape-November-2018.pdf>. It should be noted that more acreage would be required to reach the new Senate Bill 100 RPS target of 60% by 2030, but the point remains the technical potential for solar in Contra Costa County far exceeds a proportional contribution to statewide goals.

⁶ Ibid.

Table 2. Solar Project Costs

Type	Approximate Average Cost per Watt of Labor and Parts
Rooftop Solar	High (\$3.23/W, ^a \$0.17/kWh)
Parking Lot Solar	Highest (\$3.53/W, \$0.15/kWh)
Solar on Urban Land Unlikely to be Developed	Lowest (\$1.66/W, \$0.10/kWh) (excluding any mitigation that may be required, and pending interconnection costs relative to project size) ^b
Solar on Agricultural Land With Least Constraints	

^a Costs in this table are cited as the cost per installed watt of direct current (DC) power, but are converted to an expected “levelized cost of electricity” (LCOE) per kilowatt hour. Sources for costs: Residential: Energy sage and Vivint.com | Ground mount: NREL’s System Advisor Model

^b It must be noted that land acquisition costs are highly variable, as are interconnection costs. Furthermore, the scale of the project matters, so the range of costs for ground-mounted systems will be quite variable from one project to the next. For ground-mounted solar on a valuable parcel/site, the costs are likely to be higher than those reported in this table. For more detail on ground-mounted solar costs versus residential solar costs, refer to Berkeley Lab’s [Tracking the Sun](#) report, which presents significant detail on cost ranges obtained with many different methodologies.

From a financial perspective, the large amount of technically available rooftop and parking lot solar comes at a higher cost per watt than large-scale solar. Rooftop solar costs tend to exceed \$3/W, and parking lot solar costs are closer to \$3.50/W, while solar on agricultural lands or on urban lands unlikely to be developed could be as low as \$1.60/W. This significant cost differential suggests that a cost-effective strategy would be to evaluate opportunities for the appropriate development of ground-mounted solar.

Given these caveats on the rate of development and the relative cost of the rooftop and parking lot solar available in the County, commercial-scale solar remains a critical component of a comprehensive renewable resource development strategy. At the same time, the development of ground-mounted commercial-scale resources must be balanced with the increasing scarcity and value of land in the County. At present, most commercial-scale solar is land-intensive and does not allow for multiple uses of the same land, although technologies that enable the co-location of ground-mounted solar with agriculture hold future promise that should not be overlooked. Therefore, County strategy should continue to encourage and facilitate solar in low or no tradeoff settings such as rooftops and parking lots, while concurrently defining parameters for the appropriate development of ground-mounted solar, now and in the future.

1.2. Extending the Benefits of Renewables to All

Of identified technical potential, significant opportunities exist in siting solar in or near to “disadvantaged” census tracts in the unincorporated County, as defined by the State of California. This includes technical potential for up to 22 MW of wind that could be sited in hills of Bay Point immediately

east of Clyde, and up to 519 MW of solar in disadvantaged tracts throughout the County. Biomass and biogas resources were not considered as potential community energy resources due to potential nuisances (i.e., odors and pollution) and equity concerns about siting incineration or biogas facilities near disadvantaged communities.

The County is planning to work with three communities in unincorporated County areas on opportunities for residents of communities benefitting from these identified renewable resources, as part of the same grant from the Strategic Growth Council that funded this study.

Table 3. Resource Potential in Disadvantaged Tracts

Type	MW Capacity	
	Low	High
Rooftop Solar	233	339
Parking Lot Solar	40	80
Solar on Urban Land Unlikely to be Developed	30	100
Solar on Agricultural Land With Least Constraints	0	0
Large Wind	22	22
Total Solar and Wind	325	541

1.3. Leading by Example

The County owns or leases approximately 350 buildings that may be suitable for solar. The County already has taken great strides to install solar on its facilities, with a total of 19 arrays totaling 4,128 kW. The County could expand its leadership by continuing to identify opportunities to install solar. Table 4 shows an estimate of the power that could be generated annually if solar was placed on each of these buildings.

Table 4. Additional Solar Capacity on County-Owned and Leased Buildings

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Owned	7	11	11,100	16,700
Leased	4	5	5,600	8,400
Total	11	16	16,700	25,100

As shown in the table, the 16,700 to 25,100 MWh/year that could be generated by solar on County-owned or leased rooftops could generate between 40% and 60% of the County's annual electricity consumption for its own operations, which is 42,000 MWh/year. Given that the County spends approximately \$7 million per year on electricity, investments in additional solar over time could help defray some of these costs.

1.4. Planning and Zoning Options

Given the significant amount of resource availability within the County, this study reviewed policy best practices to facilitate renewable development and to reduce zoning barriers, while remaining mindful of

long-term planning considerations and potential tradeoffs. As a relatively urban county with a significant population, significant commercial activity, and significant land constraints, developing local, large-scale renewables that serve a large proportion of the County's load is inherently more difficult task than doing so in a more rural, less populous county. Therefore, policy best practices that facilitate development of the more limited resources available are of heightened importance, presuming the County seeks to contribute substantially towards realization of California's and its own renewable and climate goals. Summaries follow of some options uncovered in this study.

1.4.1. Rooftop Solar

Solar soft costs are a well-documented inhibitor to rapid rooftop solar development. The County has already taken significant strides to reduce these soft costs by streamlining its processes for rooftop solar zoning, permitting, and inspections, as required by California legislation (Assembly Bill (AB) 2188). Having taken these actions, the County has addressed most of the barriers that are under its direct control. Nonetheless, the County can expand on current efforts by seeking to further coordination with cities in the County to harmonize policies and undertake planning and market development efforts that could accelerate residential and commercial rooftop installations across jurisdictions. There are also several types of development incentives that could be employed, as will be described in more detail in the section on planning and zoning actions for rooftop solar. Additionally, the County could demonstrate expanded leadership by installing solar on more of its most publicly visible buildings (such as is occurring at the County's new administration building complex), and use these installations as an educational opportunity to encourage more constituents to install their own.

1.4.2. Ground Mounted Solar

Contra Costa County has already taken action to enable commercial-scale solar in commercial and industrial zoning districts. However, there exist additional options to encourage the development of such solar resources as parking lot canopies or on "urban land unlikely to be developed" (as defined above). Furthermore, additional large scale solar potential exists in other parts of the County, namely rural lands. Large scale solar farms on lands that have competing values (e.g., open space, habitat preservation, economic development, agricultural productivity) must be evaluated carefully.

Some notable options available to the County for accelerating the development of solar on parking lots and "urban land unlikely to be developed" include:

- **Mandates** (for instance a solar requirement for new parking lots),
- **Tax policy** (for instance incentives for specific parcels where the County deems solar would be desirable, or exempting the value of battery storage systems associated with solar from assessment),
- **Offering County-owned land and parking lots** and/or signing up for power purchase agreements,
- **Facilitating coordinated studies of grid constraints**, working with PG&E and the local electricity aggregator, MCE,

- **Collaborating with MCE and other potential partners to explore incentives** to facilitated infill solar development, and,
- **Considering expedited permitting approaches** in certain cases such as certain industrial areas where job-rich alternative uses are not feasible.

Notable options available to steer the appropriate development of ground mounted solar in rural locations include:

- **Zoning and general plan revisions**, to enable project developers to apply for land use permits in locations that are appropriate and have the least constraints,
- **Encouraging pilot projects** of emerging technologies that could vet the possibility of “agrophotovoltaics” (which can be installed in greenhouse settings and above crops without reducing yield),
- **Requiring monetary reserves** to be held for end-of-useful-life decommissioning, and
- **Developing a programmatic environmental impact study** upon which future solar development projects could rely to speed California Environmental Quality Act (CEQA) approval.⁷
- **Considering sales tax and/or community benefit approaches** to securing revenue and/or power that supports affected local communities in order to maintain public support

For **both** urban commercial-scale solar (including parking lots and land unlikely to be developed) and rural commercial-scale solar, the County could engage in additional activities to streamline the approval and project development process in appropriate locations, such as convening potential solar developers, MCE, and PG&E to conduct area-wide interconnection studies that would reduce the timeline and cost for prospective developers while helping utilities keep integration costs low. More information on all of these options is included in Section 4 of this report.

1.4.3. Wind

Similar to large scale solar, large scale wind power requires careful consideration due to the large amount of land required and potential conflict with other priorities such as open space, habitat preservation, and economic development. Contra Costa County’s current ordinance allows large-scale wind power in agricultural lands, but not elsewhere. Given the wind power potential maps of the County, it may be useful to revisit the possibility of allowing wind power on other types of land, aligned with where the wind resource is most viable. This includes the industrial buffer lands east of Rodeo (some of which is classified as heavy industrial buffer and open space). The County could also consider reducing its setback requirements, in line with recent California Energy Commission guidelines. Small scale wind is emerging as increasingly viable in specific settings and has numerous benefits, including

⁷ Building on the analysis performed in this study to identify least conflict rural solar locations, the County could define certain least conflict locations as compatible with commercial scale solar, incorporate this analysis into its upcoming General Plan update, and develop a zoning permit process for these locations. This process could then establish discretion for County planners to evaluate the merits of applications to build solar resources in certain types of agricultural lands on a case by case basis, subject to a land use permit.

very low potential for bird and bat deaths from Vertical Axis Wind Turbines in particular. For small wind, the County could convene industry participants to obtain further information on technology development, cost curves, and new opportunities for applications of these technologies as pilots and early deployments. It could also participate in pilot projects to prove the value and develop lessons learned. Finally, the County could proactively prepare to address planning and zoning barriers as these technologies become more prevalent.

1.4.4. Bioenergy

Bioenergy in this study is divided into biomass and biogas. The former refers to the combustion of biological feedstocks directly in order to generate electricity through a combustion turbine. The latter refers to the production of combustible gas from biological feedstocks through anaerobic digestion, which could later be used to generate electricity. Due to project economics, developers have not been contacting the County for biomass project approval; this comports with the overall industry trend in California. On the biogas side, some waste management operators in the County (solid waste and waste water) have been exploring increased opportunities to collect biogas on site, but because these are existing land uses (landfills and waste water treatment plants), zoning may be less of a consideration than air, water, and disposal permits. Accordingly, County planning actions could include actions to convene local refuse haulers, waste generators, and operators of biomass plants nearby. If economics become favorable for any class of waste, the County could help them negotiate and plan with the biomass plants for transport of feedstocks to the plant.

1.5. Conclusion

This study finds that a significant quantity of renewable resources could be developed within County boundaries. While a significant fraction of the energy output from these resources could be produced by technologies that have minimal land use implications (e.g., rooftop and parking lot solar), an important challenge for the County will be to facilitate the appropriate development of larger scale commercial renewables as well, and these commercial resources often pose land use tradeoffs that require careful policy-making. As a relatively urban county with a significant population, significant commercial activity, and significant land constraints, developing local large-scale renewables that can serve a large proportion of the County's load is inherently a more difficult task than it would be in a more rural and less populous county. Therefore, policy best practices that facilitate the development of the more limited resources that *are* available are of heightened importance, presuming the County desires to contribute what it can towards the realization of California's renewable energy and climate goals.

Depending on the assumptions used, local renewable generation could produce between 4,674,000 and 7,990,000 megawatt hours per year. However, this amount of resource development will take considerable time to develop and significant challenges must be overcome before development can reach this level. For instance, the intermittent generation profiles of renewables pose challenges for the grid, and a high level of penetration of these resources will require the State to take action to prioritize markets for energy storage, flexible load, and faster ramping resources to maintain a balance of generation and consumption. Utilities will also need to invest in transmission and distribution upgrades and adapt to a more distributed model of energy provision if these local resources are developed at this

scale. Nonetheless, an understanding of the magnitude of the total available resource and how much comes from each technology is an important foundational step to help the County set appropriate goals for the medium and long term.

All the resource types that were evaluated for this study can contribute meaningfully to the overall level of renewable generation, and a strategy that enables each of these markets to grow may help avoid the challenges of over-investing in a single resource type (e.g., the generation profile of wind daily and seasonally will be different from solar). Biomass and biogas have the potential to provide steady and dispatchable output. This study finds that the magnitude of the solar resource is the highest of all the technologies considered. In order of declining magnitude, large amounts of solar could be installed on rooftops, on the Delta islands, on parking lots, on urban land unlikely to be developed for other uses, and on select agricultural lands. Several locations along the Northern Waterfront and in the Altamont Pass region have significant wind resources. It should be noted that the Altamont Pass is already developed for wind (and is being repowered with more modern turbines), and it is far from certain that the resources in the northern part of the County would be seen as desirable by the surrounding communities and stakeholders. It is also unclear whether potential projects in these locations could be sited and permitted successfully. The largest contribution to potential renewable capacity outside of wind and solar is the incineration of waste that would otherwise have been landfilled, though it appears unlikely that this option would occur in the current energy and policy environment in California.

Together, solar and wind make up the vast majority of the resources identified in this study (>95% of the total estimate). As a result, policy to advance the development of the solar and wind markets in particular can have a significant effect on the overall success of developing renewable resources. Given the timeline for the planned phase out of the federal Investment Tax Credit (ITC), which currently provides a 30% tax credit for qualified renewable energy projects, prompt action by the County to facilitate the appropriate development of these resources will likely have significantly more impact than delayed action. After 2021, the ITC is scheduled to be eliminated for residential installations, and reduced to 10% for commercial projects, which will make solar investments less financially appealing for property owners in the near future.⁸

The County has already taken significant steps and achieved significant successes, resulting in a substantial amount of commercial-scale renewables (both wind and solar), and a dramatic increase in rooftop solar development in recent years. Notable examples of the County's actions include the streamlining of rooftop solar permit application process, the creation of a commercial-solar permit process for commercial and industrial areas, installation of on-site renewables at County facilities, and the development of a wind ordinance. Judicious local development of renewables can save constituents money and support local installers and industry. The County can continue to benefit from the growth of

⁸ For more details on the phase out timeline of the ITC and its potential impacts visit <https://www.seia.org/initiatives/solar-investment-tax-credit-itc> and <https://www.energy.gov/savings/residential-renewable-energy-tax-credit>

renewable energy generation by taking action to guide and facilitate the appropriate development of these resources. From the perspective of building overall statewide public buy-in, it may be important to demonstrate that every county is “doing their part”⁹ while still acknowledging that certain counties and regions possess greater total resources and have fewer constraints than counties like Contra Costa with its significant urban and suburban development.

Some promising ideas that the County can investigate to continue to “do its part” toward achieving statewide goals include the following. These options are all described in more detail in this report.

- Working with MCE and other partners to explore incentives that preferentially target development of renewables in locations with the least tradeoffs. This is a particularly important action to explore because a key element of Contra Costa County’s decision to join MCE was MCE’s promise to assist with the development of *local* renewable resources.
- Developing job training programs to enable local workers to benefit from local development of renewable technologies.
- Continuing to support rooftop solar development, including maintaining the streamlined process that already exists, and offering new incentives to encourage incorporation of solar PV in any new buildings not subject to California’s 2019 solar requirement.
- Monitoring emerging and improving small wind technologies and proactively updating zoning to address any technological changes.
- Continuing to install solar on County-owned buildings, where appropriate.
- Mandating solar for large new parking lots, as done by Alameda County¹⁰
- Creating an expedited permit process for development of commercial-scale solar in industrial and commercial areas that have little other potential use (e.g., industrial buffer lands, parking lots).
- Defining specific additional areas where commercial ground-mounted solar may apply for a land use permit (based on analysis developed for this study and additional refinement). Notwithstanding the land use permit process for commercial solar in commercial and industrial zones, the majority of the County’s unincorporated land acreage falls in zones where commercial-scale solar is not a permitted use.
- Exploring opportunities to develop a programmatic Environmental Impact Report that could enable specific solar projects that were compatible with the General Plan to shorten their California Environmental Quality Act (CEQA) approval timelines and risks.
- For all renewable technologies, conducting anticipatory planning to guide developers to certain more viable locations and project proposals (e.g., by convening PG&E, MCE, and other stakeholders).

⁹ <https://www.law.berkeley.edu/wp-content/uploads/2018/11/New-Solar-Landscape-November-2018.pdf>

¹⁰ Alameda County’s regulation will be described in more detail below, and solar is one of several options for parking lots to fulfill the requirement, which is focused on mitigating heat island effects.

The County is positioned well to expand its leadership in renewable energy by building on the outcomes of this study, including the estimate of the technical resource potential, the constraint mapping process for large ground-mounted solar, and the stakeholder dialogue that has accompanied this study. Strong stakeholder support exists for the development of additional renewable resources in ways that appropriately balance competing land values with the environmental benefits of clean energy. The upcoming General Plan update provides an opportunity to judiciously take action to advance clean energy in the County. Future collaborations with MCE, PG&E, project developers, landowners, and other local stakeholders hold significant promise to realize these opportunities.

2. Introduction

In response to the ambition presented in Contra Costa County's December 2015 Climate Action Plan (CAP), Contra Costa County has embarked on a series of initiatives to study pathways to achieve greenhouse gas (GHG) reductions, consistent with California AB 32 GHG emissions targets.

In the recent past, the County has fully implemented the solar permit streamlining processes of California's AB 2188, and rooftop solar permits have now become the most frequently issued construction permit issued by the County. The County has also evaluated the potential for forming its own community-choice aggregation to provide clean electricity by default to residential and commercial electricity customers within the County. In 2017, the County joined MCE to accomplish these objectives, along with thirteen of its incorporated jurisdictions (five of which had already joined MCE between 2012 and 2015). Also in 2017, the County amended its zoning to allow commercial-scale renewable projects in commercial and industrial zones, a first step toward helping MCE fulfill its promise to help the County develop local renewable resources. The County also has started the process of updating its Climate Action Plan (CAP), in conjunction with an update to the General Plan.

Finally, the County has successfully won a variety of sustainability grants and funding resources from the State and other sources, and the current effort — this renewable resource potential study — is funded by a grant from the Governor's Office of Planning and Research and the Strategic Growth Council. While Contra Costa County has been taking these actions, the State of California has also increased its renewable energy ambition, notably with the increase of the renewable portfolio standard (RPS) target via SB 100, which led to a goal of 60% renewables by 2030 and 100% carbon-free electricity by 2045. Thus, the County's incremental and tangible steps to date are well-aligned with California policy direction, and there is likely to be impetus to continue to expand efforts supporting appropriate development of renewables in the County.

In alignment with the direction provided by the Board of Supervisors in the adoption of the CAP, this report identifies opportunities for the County to expand its leadership in local clean energy production and bring the benefits of clean energy broadly to County constituents, with attention to how these benefits can be shared with communities considered by the State as "disadvantaged." This report gives the County the opportunity to translate the aspirations of the CAP into specific next steps.

2.1. Purpose

This report assesses the potential for renewable energy resource deployment, primarily within the unincorporated areas of Contra Costa County, but also in incorporated areas, where data existed. The report is divided into two sections: a renewable resource technical potential assessment; and a zoning best practices assessment and recommendations.

The resource potential assessment addresses several key priorities: quantifying the magnitude of available resources; identifying where the resources could be located; exploring typical cost levels associated with each type and subtype of resource; and identifying constraints and tradeoffs associated with developing resources in each location. Additional purposes include: 1) identifying renewable resources on County-owned and leased facilities; 2) quantifying the amount of resources within MCE's service territory (and eligible for MCE's feed-in tariff); and 3) identifying candidate locations for community renewable projects that could serve disadvantaged populations, as defined by CalEnviroScreen 3.0's top 25% most disadvantaged census tracts, with a particular focus on North Richmond, Bay Point, and Rodeo. Constraints and tradeoffs incorporated into the analysis include technical limitations associated with a site's physical attributes (e.g., slope), incompatible land uses with large-scale, standalone renewables (e.g., residential areas and certain classes of farmland particularly for solar), and biological resources incompatible with large-scale renewables (e.g., wetlands and other areas of natural land cover, critical habitat according to U.S. Fish and Wildlife Service, priority areas in the East County Habitat Conservation Plan). The study's goal is to develop an understanding of priority locations and regions for renewable development.

Given the resources identified in the technical potential assessment, the zoning best practices assessment's key priority is to evaluate options to update zoning to facilitate appropriate development of renewable resources in the County, while remaining mindful of long-term planning considerations and potential tradeoffs. For solar, wind, biomass, and biogas, the zoning best practices assessment examines and considers possible policy actions not strictly related to zoning that could help with development of these resources. For each resource type, this assessment briefly discusses the degree to which zoning may present a critical barrier to development, what planning considerations are associated with each resource type, options to update zoning, and other actions to consider.

What is a Feed-In-Tariff (FiT)?

MCE, California's first Community Choice Aggregation program, offers 20-year contracts to Contra Costa County renewable energy project developers at a guaranteed price level to encourage local development of wind, solar, biopower, and all resources that comply with California's Renewable Portfolio Standard (RPS). This is an example of a "Feed-In-Tariff".

MCE's current compensation for solar is:

FiT, 0-1 MW - \$0.085/kWh

FiT Plus, 1-5 MW – \$0.08/kWh

These compensation rates will be reduced as the program becomes more fully subscribed, and as industry costs decline.

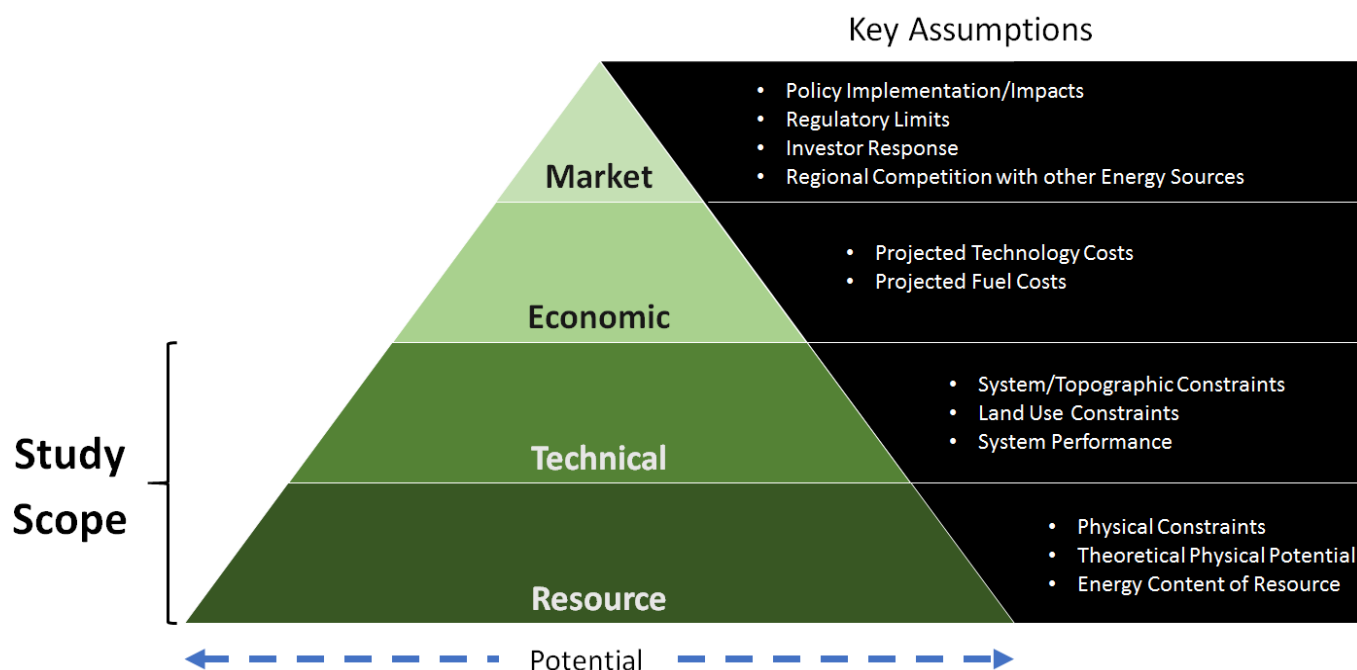
For further information, see www.mcecleanenergy.org/feed-in-tariff/

2.2. Scope

This technical potential study covers the County broadly, emphasizing the potential on unincorporated land within the ULL. Technical potential, as defined by the National Renewable Energy Laboratory (NREL), is “achievable energy generation given system performance, topographic, environmental, and land-use constraints.”¹¹

As shown in Figure 1, technical potential can be seen as an upper-limit estimate of the potential for renewable development in the County. Economic potential and market potential estimates fall outside of this project’s scope; and, as such, this report does not provide or account for estimates of site-specific technology costs, regulatory limits, financing, or overall economic competitiveness. However, this report does examine overall market trends affecting how the County’s technical potential may be fulfilled.¹²

Figure 1. Renewable Resource Potential Study Framework



Source: National Renewable Energy Laboratory

The scope focuses on four renewable resource types, as defined in the County’s grant from the Strategic Growth Council, specifically: solar photovoltaic, wind, biomass combustion, and biogas digestion. It does

¹¹ <https://www.nrel.gov/gis/re-potential.html>

¹² This study provides a high-level assessment of relative costs for various renewable energy sources in the County, serving as an input into determination of policy options and recommendations.

not include other renewable sources, such as offshore wind, tidal, concentrating solar power, solar thermal, hydropower, or geothermal.

2.3. Context

2.3.1. California Renewables—Goals, Timelines, and Progress

California has long been a leader in setting ambitious climate change and renewable energy goals, and its goals continue to strengthen. On September 10, 2018, Governor Brown signed SB100 into law. This law increases California’s already ambitious 2030 renewable portfolio target from 50% to 60%, while also setting a goal to meet 100% of California’s retail electricity needs by 2045 without using any carbon resources.¹³ The bill aims to accomplish the goal through increased efficiency programs, demand response technology, and a regionalized energy grid.

On top of this, Brown signed an Executive Order, instructing the California Air Resources Board (CARB) to develop a framework to achieve carbon neutrality by 2045.¹⁴ While this order could be reversed by the following administration, it stipulates that the State should remove as much carbon dioxide from the atmosphere as it emits, doing so through policies such as carbon capture and storage and restoration of natural carbon sinks (e.g., wetlands).

The recent passage of SB100 builds on California’s decades of established bipartisan policy direction. In 2002, when the State derived 11% of its electricity from renewable sources,¹⁵ California established its Renewable Portfolio Standard (RPS) program with the support of Governor Schwarzenegger, setting a goal of deriving 33% of its energy from renewable sources by 2020. In April 2011, the program was codified into law. As of December 2017, the State remains on track to meet this goal, with 32% of its retail energy coming from renewable sources—a 3% increase from the previous year, as shown in Figure 2.¹⁶

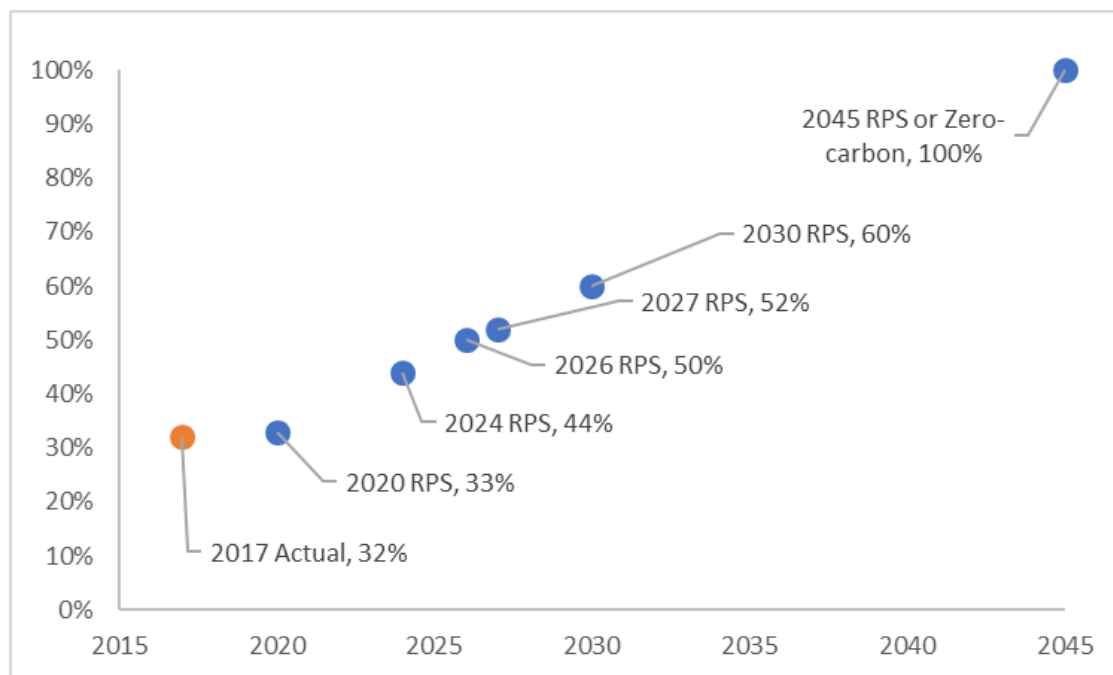
¹³ https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180SB100

¹⁴ <https://www.sacbee.com/news/politics-government/capitol-alert/article218128485.html>

¹⁵ https://www.energy.ca.gov/almanac/electricity_data/system_power/2002_gross_system_power.html

¹⁶ http://listserver.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

Figure 2. California's Progress Towards its SB100 Renewable Energy Targets (most recent actual in orange)



Source: Ibid and https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201720180SB100

Achieving these policy goals requires developing a diverse portfolio of energy sources to leverage regional resource availability and to ensure a steadily available amount of electricity. Energy sources such as wind and solar are intermittently available throughout the day. Therefore, to ensure a reliable supply, more constant generation sources, such as hydroelectric, biomass, and geothermal—must be used as well as resource types that can quickly be scaled up or back to adjust for a real-time balance of energy supply and demand. Currently, natural gas provides much of this “peaking” power, although energy storage may contribute more substantially over the long term.

California has some of the highest solar potential in the country, with the state’s southern region receiving an average insolation of 8.5 kWh per square meter in a day; the state’s central valley and northwest regions receive closer to 5 kWh/m²/day.¹⁷

State wind resources are more varied. Offshore winds, at 110 meters above sea level, average 9-10.5 meters per second in the northwest, but only a few areas have strong wind resources on land—one of which is in Contra Costa County.¹⁸ Geothermal and hydroelectric energy provide more consistent

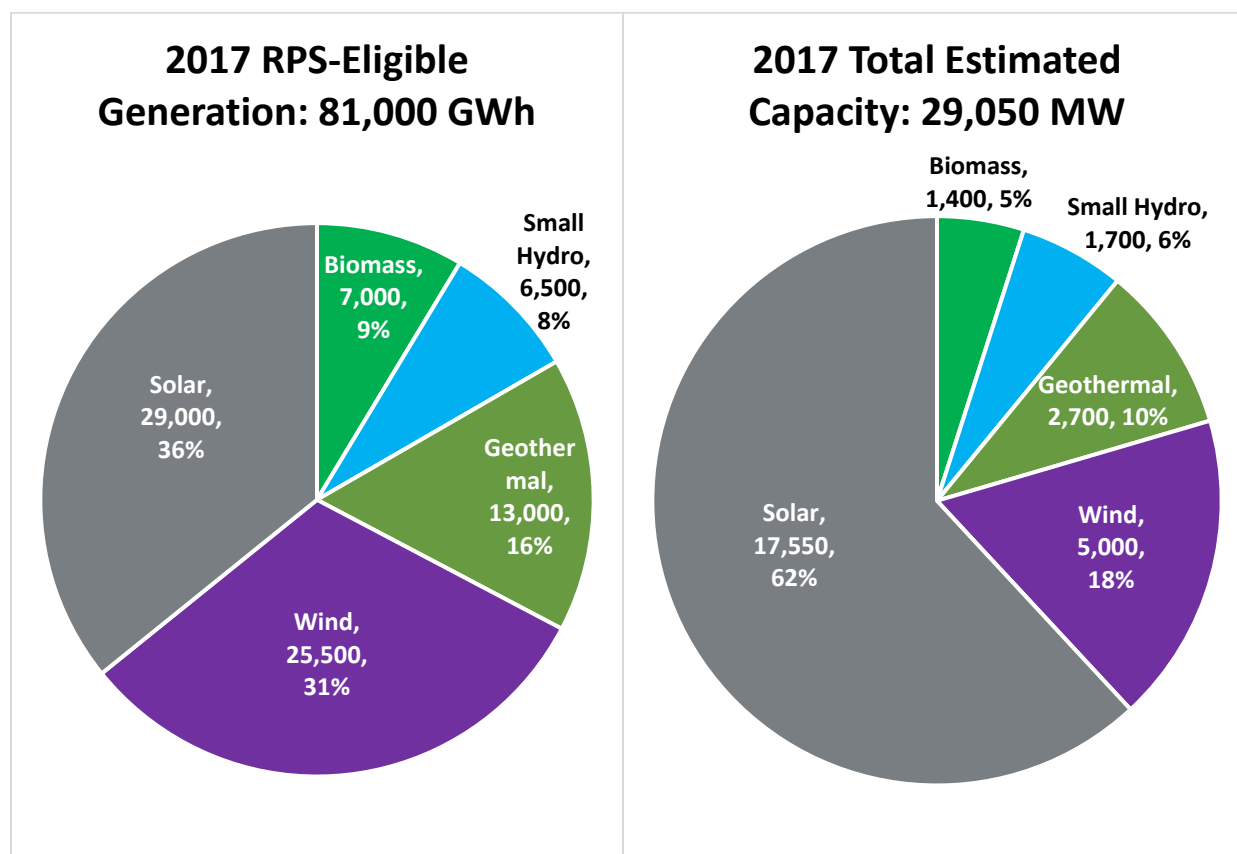
¹⁷ <https://www.nrel.gov/gis/solar.html>

¹⁸ <https://maps.nrel.gov/wind-prospector/>

generation capacities, but they are limited by the geographic scope of underground hot-springs and sufficient hydro stream flows.¹⁹

Currently, solar offers the most prevalent RPS-eligible renewable source in the state. Of 81,000 GWh generated annually by RPS-eligible renewables, 36% comes from solar,²⁰ followed closely by wind, with 31% of the capacity, despite recent slowdowns in growth of the state's wind generation capacity.²¹ Figure 3 shows profiles for total state portfolio generation.

Figure 3. California RPS-eligible generation and total estimated capacity



Source: http://listserver.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

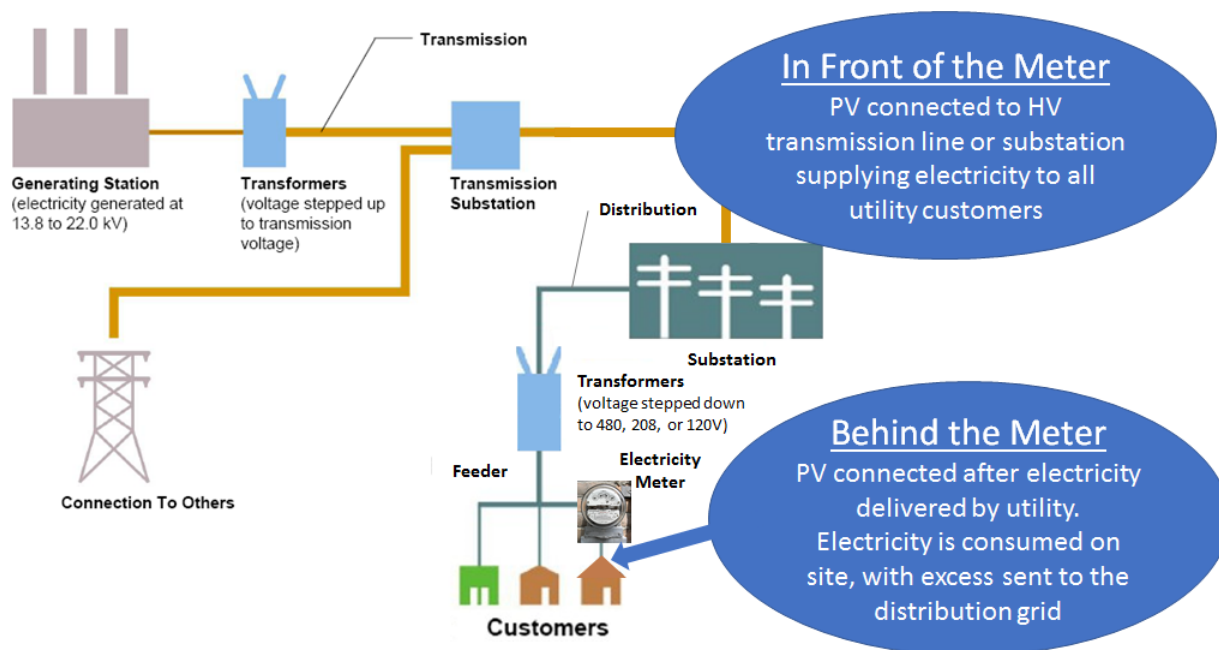
¹⁹ Only hydroelectric resources with capacities lower than 30 MW capacity are considered renewable sources. https://www.energy.ca.gov/almanac/renewables_data/hydro/

²⁰ http://listserver.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

²¹ https://www.energy.gov/sites/prod/files/2018/08/f54/2017_wind_technologies_market_report_8.15.18.v2.pdf

The percentage in RPS-eligible solar generation is undercounted as behind-the-meter renewables do not count towards the RPS compliance goals, and the vast majority of these systems are solar. Behind-the-meter systems, as the name suggests, are systems where energy is generated for consumption on site (such as a rooftop array of solar panels on a home or business) and are connected before the electricity meter. In California, these systems have grown rapidly, as shown in Figure 5. Of almost 6,700 MW of behind-the-meter solar, nearly 5,600 MW have been installed since 2011, accounted for by 780,000 systems installed on homes and businesses around the state.²² Contra Costa County alone issues approximately 1,500 permits per year for residential rooftop solar in its unincorporated areas and in the five cities that partner with the County for building inspection services.²³

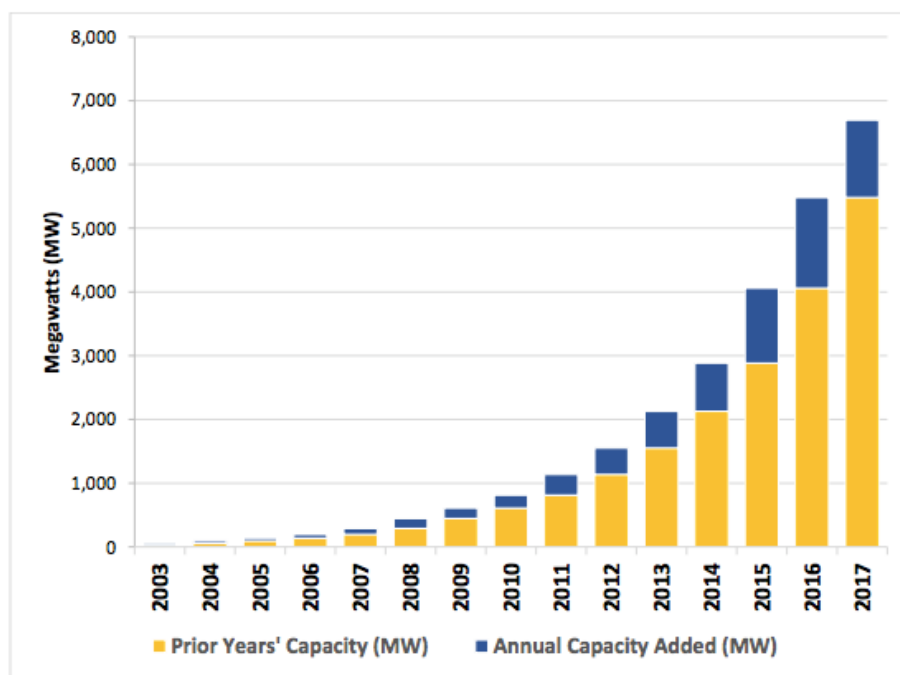
Figure 4. Depiction of “Behind the Meter”



²² http://listserver.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

²³ <https://www.wearestillin.com/organization/contra-costa-county-ca>

Figure 5. Growth in Behind-the-Meter Solar Capacity in California



Source: http://listserver.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

2.3.2. MCE in Contra Costa County

MCE, California's first Community Choice Aggregation program, has been active in Contra Costa County since July 2012.²⁴ MCE allows communities to combine their purchasing power and provides an alternative to PG&E's default service with an increased percentage of renewables and clean energy. MCE currently offers three energy products: a "Light Green" option, composed of 55% renewable electricity; a "Deep Green" option, composed of 100% renewables; and a "local sol" program, composed of solar energy produced from the Novato Cooley Quarry solar farm (built through MCE's feed-in tariff program).²⁵

MCE helps to stimulate **local** renewable generation growth in many ways. Notably, through its Feed-In Tariff (FIT) program and FIT Plus program, which provide local renewable energy producers with 20-year contracts that help secure construction financing by providing certainty in revenue streams. The program determines contract pricing on a schedule based on the number of confirmed participants and the position of any given project within the program's queue. Four facilities within MCE's service area

²⁴ The City of Richmond was the first Contra Costa city to join, followed by El Cerrito, San Pablo, Lafayette, and Walnut Creek from 2014 to 2015. In 2017, the program expanded to include eight more cities (Concord, Danville, Martinez, Moraga, Oakley, Pinole, Pittsburg, and San Ramon) and the County's unincorporated communities.

²⁵ <https://www.mcecleanenergy.org/>

have been built through the FIT program.²⁶ A significant driving factor behind the County joining MCE was that joining MCE would lead to more local renewable energy development.

MCE also expands renewables production by engaging in bilateral long term power purchase agreements (PPAs) with developers. For example, MCE completed construction of its Solar One facility in April 2018, a 10.5 MW, 60-acre production facility. Constructed in partnership with Chevron and RichmondBUILD—a public/private partnership that supports clean energy job training and placement, the project supported 341 jobs, at least 50% of which were unionized and within the City of Richmond.²⁷

The County’s decision to join MCE presents an opportunity for the County to expand renewable generation. Currently, another county owns one FIT program site (San Rafael Airport in Marin County). MCE’s projected demand increase (paired with long-term purchasing contracts it offers through the FIT and other programs), means the County could negotiate to expand generation on County property. Richmond’s experience demonstrates that the County can negotiate with MCE to provide workforce training partnerships and local employment, and to identify projects that benefit underserved communities. Currently, the MCE FIT and FIT plus programs have 30 MW remaining in their queues (10 MW & 20 MW respectively). However, as will be discussed later in this report, only a small percentage of unincorporated Contra Costa County is zoned in a way that allows commercial-scale solar. Should the County take action to increase opportunities for commercial-scale solar, MCE and the County could collaborate to accelerate the development of appropriate local solar.

2.3.3. Market Status of Solar, Wind, Biomass, and Biogas in California

California leads the nation in renewable energy deployment, employing a geographically distributed variety of resources to reduce integration costs and improve reliability. Renewable energy resources reduce carbon emissions (and, for some technologies, electricity

Putting Renewables in Context

250 households can be served by 1MW of solar PV in California

It typically takes 7.5 acres to create 1 MW of solar

It would take over 150 typical rooftop installations to produce the same output as a typical 1 MW (7.5 acre) wholesale solar project.

Solar costs dropped 60-80% between 2009 and 2016, according to National Renewable Energy Labs.

The International Renewable Energy Agency forecasts that costs for solar and wind electricity will continue to fall by 59% and 26%, respectively between 2015 and 2025.

²⁶ <https://www.mcecaneenergy.org/feed-in-tariff/>

²⁷ <https://www.mcecaneenergy.org/news/press-releases/mce-solar-one-thinking-globally-building-locally/>

costs), while increasing local economic development.²⁸ Solar and wind costs have decreased rapidly and present compelling economics for many customers.²⁹ As discussed, wind and solar renewable sources have variable generation profiles, necessitating the use of other sources when the sun does not shine or the wind does not blow.

California has passed several supporting policies that have enabled the rapid expansion of its renewables markets. As discussed, SB100 passed in August 2018, and commits the State to obtaining 100% of its power from clean sources by 2045. Steadily increasing renewable portfolio standards such as this represent but one tool that government has used. Other government efforts include passing community choice aggregation legislation, enacting policies surrounding energy procurement, setting mandates for rooftop solar in new construction, and offering support for community solar.

With 22 GW of capacity, California has the largest solar installation of any state in the United States.³⁰ In spring 2018, the California Independent System Operator (CAISO) met over 50% of demand with solar, setting a new peak record;³¹ solar meets an average annual energy demand of 17%. California's three largest investor-owned utilities operate ahead of the 25% RPS requirements (33%, 28%, and 43%, respectively, for PG&E, SCE, and SDG&E). In fact, solar installation growth has been so strong that it has strained the technical capacity of California's grid to handle new variable resources.

In 2013, the CAISO observed the now infamous duck curve, which demonstrated that, on low-load spring and fall days, the grid is subject to significant increases in solar energy production and decreases in consumption at midday, risking overgeneration. Conversely, it showed that during the evening, energy demand peaks risked under-generation (assuming the grid relied on solar alone).³² The State has addressed this challenge by employing multiple strategies, including energy storage, demand response, curtailment, and geographic dispersion of varying profile generation resources.³³

²⁸ https://ase.tufts.edu/gdae/education_materials/modules/RenewableEnergyEcon.pdf

²⁹ Statistics provided in inset box on the next page. Sources for these statistics include [SEIA](#), [IRENA](#), and [NREL](#)

³⁰ <https://www.seia.org/state-solar-policy/california-solar>

³¹ <http://www.caiso.com/TodaysOutlook/Pages/default.aspx>, March 23rd, 2018

³² CASIO (2013). *What the Duck Curve Tells us about Managing a Green Grid*.
https://www.caiso.com/Documents/FlexibleResourcesHelpRenewables_FastFacts.pdf

³³ Chad Singleton. "Can California Conquer the Next Phase of Renewables Integration?" June 2017. Available online: www.greentechmedia.com

California also has been a long-time leader in wind installations, with Alameda/Contra Costa County's Altamont Pass wind farm serving as one of the nation's earliest large-scale solar installations. Altamont pass generated 13.5 GWh of wind electricity in 2016, meeting 7% of the state's demand.³⁴ The state ranks third nationally (after Texas and Iowa) for developed large-scale wind resources.

However, unrestricted land areas offering good wind resources and sited near available transmission are dwindling in California, stalling the development of new large-scale wind in the state. As older turbines reach their end of life, repowering these turbine sites is improving power generation per acre. Small-scale wind remains relatively

uncompetitive, and exploitation of plentiful offshore wind resources face "technical, regulatory, environmental, infrastructure, and economic hurdles" that make their successful development uncertain.³⁵

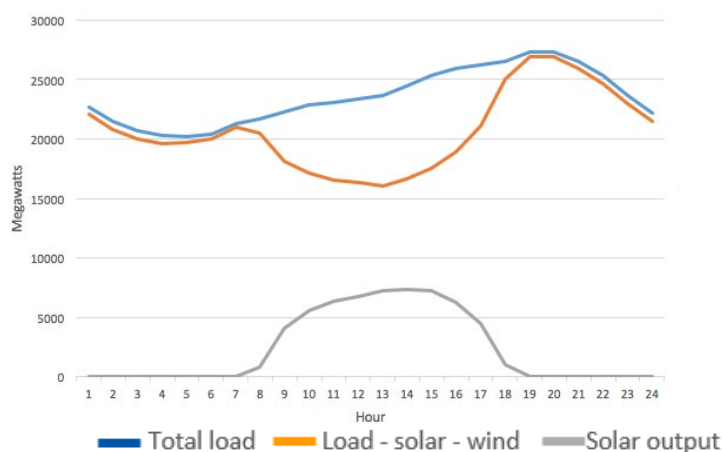
California's significant biomass resources offer an advantage in being dispatchable (i.e., they can operate at any time).³⁶ Wood, agricultural, food, forest, and landfill waste are plentiful, and can be burned to produce electricity. At present, however, economic conditions remain unfavorable for biomass-based

Duck Curve

When renewable production is subtracted from gross energy demand and plotted over the course of a typical day, it forms the shape of a duck, especially at low demand times of the year (spring and fall). As more solar is added to the grid, the bottom of this duck curve could eventually go to zero, and non-renewable sources will only be needed at night and during cloudy weather; any further solar added to the grid would not be cost-effective.

California is tackling this issue via energy storage, demand response load shifting, curtailment, and geographic dispersion of varying profile generation resources (using wind when the sun is not shining and vice versa).

Figure 6. California Hourly Electric Load Less Renewables, 10/22/16



Source: Jenkins and Schultz. Section 5.4.2, Jenkins and Schultz, "Renewable Energy Resource, Technology, and Economic Assessments.", Section 5.4.2. California Energy Commission., January 2017.

³⁴ <http://www.energy.ca.gov/wind/>

³⁵ Ibid.

³⁶ Duck Curve graphic source: https://commons.wikimedia.org/wiki/File:Duck_Curve_CA-ISO_2016-10-22.agr.png

electricity, as the costs of fuel collection, pollution prevention, and electricity generation are higher than current electricity prices. As a result, utilities are phasing out their biomass purchase power agreement (PPA) contracts, and facilities are closing: only 22 of the state's 34 permitted facilities are active.

Biogas offers similarly extensive resources from animal manure, compost, food waste, wastewater sludge, industrial fats/oil/greases, and landfill methane off-gas waste. Each of these sources produces methane, which can be burned to produce electricity or be used to produce transportation fuels, offsetting California's transportation emissions rather than emissions in the electricity sector. Despite being a national leader for biogas resource development, California has biogas capacity of 350 MW³⁷ out of 79,000 MW³⁸ due to costs higher than competing fuels and electricity sources. Multiple recent California Senate Bills have reaffirmed support for expanding biogas and bioenergy projects, including SB 1122 and SB 1043.³⁹

Table 5 compares current and projected wholesale electricity costs, comparing renewable and conventional sources, for electricity sources used by the County. While California costs cannot be directly compared to national costs due to differing labor costs and timeframes for estimates, the table's third, fourth, and fifth columns show declining costs. In California, solar and wind levelized costs are competitive with natural gas generation.

³⁷ <https://www.energy.ca.gov/biomass/>

³⁸ https://www.energy.ca.gov/almanac/electricity_data/electric_generation_capacity.html

³⁹ Senate Bill 1122, enacted in 2012, requires utilities to acquire 250 MW of biogas and bioenergy projects. Senate Bill 1043, enacted in 2015–2016, describes further State support for biogas and biomethane.

Table 5. Wholesale Electricity Cost Comparison

Generation Source	PG&E 2016 Actual Power Mix ^a	CA-Specific	National	
		2013 LCOE (CEC Mid-Case) ^b \$/MWh	2017 LCOE (Lazard v11) ^c \$/MWh	2022 LCOE (EIA) ^d \$/MWh (2017 dollars)
Nuclear	24%		112-143	90
Natural Gas	17%	119-120	42-78	48
Solar	13%	116-119	43-53	59
Large Hydro	12%			73.9
Wind	8%	87-89	30-60	48
Geothermal	5%	100-122	77-117	43.1
Biomass and Waste	4%	126	55-114	102.2
Small Hydro	3%			
Unspecified ^e	14%			

Note: the absolute value of levelized cost of generation figures shown in this table depend heavily on financing, installed costs, capacity factors, and other assumptions; hence, they are not necessarily directly comparable from column to column.

^a Source: PG&E power mix 2016, https://www.pge.com/pge_global/local/assets/data/en-us/your-account/your-bill/understand-your-bill/bill-inserts/2017/november/power-content.pdf. Note, this mix as presented does not reflect the potential impacts of the Community Choice Energy program that is available to consumers.

^b California Energy Commission cost of generation model, Mar 2015.

<http://www.energy.ca.gov/2014publications/CEC-200-2014-003/CEC-200-2014-003-SF.pdf>

^c Lazard Levelized Cost of Energy Analysis, v11, Nov 2017. <https://www.lazard.com/media/450337/lazard-levelized-cost-of-energy-version-110.pdf>

^d EIA Annual Energy Outlook 2018, Levelized cost of New Generation, Mar 2018. https://www.eia.gov/outlooks/aeo/pdf/electricity_generation.pdf

^e Unspecified generation sources reflect transactions not specifically traceable to a generation source; they likely have higher natural gas sources in the mix than PG&E, as California's power mix is 36% natural gas.

3. Renewable Resource Quantification

As discussed, this section focuses on examining technical potential, the “achievable energy generation given system performance, topographic, environmental, and land-use constraints.”⁴⁰ NREL and various State studies have provided maps of available solar, wind, biomass, and biogas resources in the County (in terms of resource quality). This study uses these resource quality estimates to calculate the total possible energy generation from specific locations and potential projects identified for this study. Cadmus selected the assessed sites by examining system performance, topographic limitations, and environmental and land-use constraints to find a maximum amount of energy possibly produced, given technical constraints. After identifying the total resources available (by type and subtype of renewable resource), this study explores typical costs for these resources to contribute to the County’s deliberations in planning increased renewable deployment.

3.1. General Methodology Considerations

3.1.1. Stakeholder Input

Numerous stakeholders from the County and the participating cities strongly informed development of this technical potential study, in addition to significant contributions from local renewable energy project developers, community organizations operating in the County, environmental groups, and others. Input derived from regular County staff meetings and four broader forums with external stakeholders, the latter meetings held in May, July, September, and October 2018 at County offices. Participants also submitted numerous comments and suggestions in writing.

The substantial amount of varied feedback by external stakeholders included the following suggestions of particular relevance:

- From nonprofits and citizens groups:
 - Participants voiced support for the County to take a leadership role by developing renewable resources on its own properties. This input reaffirmed the importance of quantifying the potential for renewables on County-owned and leased properties.
 - Participants voiced support for the County to strongly encourage renewables on land where low or no tradeoffs exist, including brownfields and/or industrial buffer land, parking lots, rooftops, and sites with little or no ecological or agricultural value.
 - Participants voiced support for the County’s stated goal to “increase the production of renewable energy.”⁴¹

⁴⁰ <https://www.nrel.gov/gis/re-potential.html>

⁴¹ Page 56, Strategy #4, Goal 2: Renewable Energy, from Contra Costa County Climate Action Plan, Adopted Dec 15, 2015. <http://www.co.contra-costa.ca.us/4554/Climate-Action-Plan>

- From renewables industry representatives:
 - Plowed agricultural land often can be developed for wholesale renewables more easily and less expensively than urban land. Therefore, the County should not omit such lands in calculating its technical renewable potential.
 - Emerging solar and wind technologies may be compatible with multiple uses on site, and any regulations should account for these diverse technologies.
 - Renewable energy developers appreciate clarity and predictability related to values that the County finds most important to protect through land-use policy.

3.2. Solar Methodology and Results

As noted, this study focused on solar due to current market trends in California, the County's large solar potential relative to other new renewable generation sources, stakeholder interests, and the need to evaluate tradeoffs associated with land used for solar (when it could otherwise be used for other values).

Due to large-scale solar farms' land-intensive nature, the County sought to understand the magnitude of available renewable resources and the typical costs for these resources, in light of multiple types of solar. These range across the following:

- Solar with negligible impacts on future land use (e.g., rooftop solar)
- Solar *unlikely* to impact on future land use (e.g., solar on parking lots not expected to be redeveloped into other community assets, or solar on land deemed unlikely to be developed for other purposes within the ULL)
- Solar that could present land-use tradeoffs with agricultural uses, infrastructure needs, and/or environmental/habitat protection (e.g., solar outside of the ULL)

For each of these resource types, the County sought to understand typical costs and the likelihood of resource development.

Accordingly, the study organizes solar research according to those types, and the report's following sections present solar results in order from the least potential for tradeoffs and constraints to the highest potential for tradeoffs and constraints.



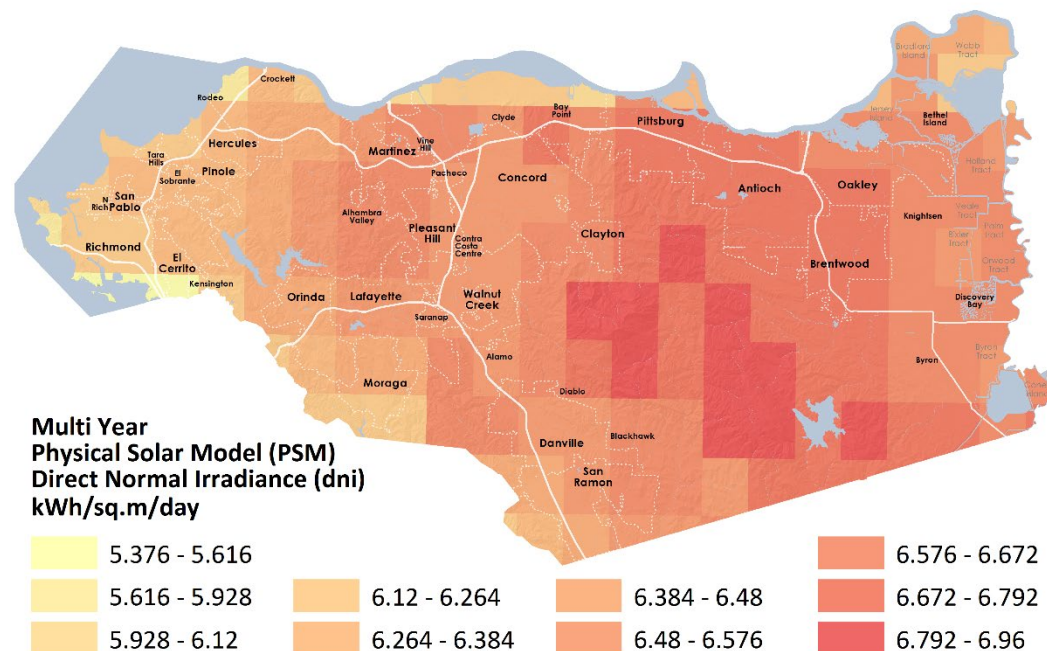
Pittsburg Unified School District (PUSD) is piloting innovative new technologies to co-locate solar with other technologies. PUSD is putting Agro Energy Solar Panels above a bioswale, where the AP Biology classes will be planting crops and measuring the impact of the solar panels on plant productivity.⁴²

⁴² Source: Interview with Krista Rigsbee, Constructive Systems, Inc. Graphic Source: https://commons.wikimedia.org/wiki/File:Pittsburg_Unified_School_District_Office_-_panoramio.jpg

Certain solar technologies may be compatible with co-located uses, particularly for agriculture, and, as such, it is important to note that siting solar in an agricultural area may not always result in a loss of farmland value. Stakeholders in the County serve as pioneering examples of such technologies, which can include pollinator-friendly solar farms, grazing-compatible solar, and “agrophotovoltaics,” where solar panels are placed above greenhouse-grown plants and can *increase* plant productivity in certain cases.⁴³ The market development, however, for such technologies is still in the early stages, and, accordingly, the described framework—focusing on categorizing solar types from least potential tradeoff to most potential tradeoff—was deemed appropriate for assessing solar resource potential.

On average, the County’s available solar insolation is quite high relative to the rest of the United States, and sufficient to support cost-effective solar deployment. Hence, land-use constraints drove the identification of potential solar sites rather than accounting for the “quality” of the solar resource (in terms of solar insolation). While certain parts of west Contra Costa County and the northern waterfront may have more fog and cloud cover at certain times of year, sufficient insolation still exists, as shown by NREL’s solar insolation map (Figure 7). Insolation throughout the County remains nearly uniform, ranging from 5.4 to 6.8 kWh/m²/day, with most locations above 6.0 kWh/m²/day.

Figure 7. Contra Costa County Solar Insolation



Source: <https://maps.nrel.gov/nsrdb-viewer>

The study assesses the magnitude of the solar resource by independently summing the potential solar resource on rooftops, parking lots, land that the County deems urban but unlikely to be developed,

⁴³ <https://www.pri.org/stories/2018-06-08/energy-and-food-together-under-solar-panels-crops-thrive>

Delta island land, and agricultural land with the least constraints. The study defines these considerations in greater depth below.

This section first describes the method used to quantify solar resources by type, and then addresses factors applied to assess the relative attractiveness of solar resources from a land-use perspective. From an economic perspective (i.e., the total resulting electricity cost), rooftop solar retrofits cost more to install due to smaller project sizes, but they avoid transmission losses. Parking lots offer a larger scale and possibly lower costs, but they incur costs for additional roof structures and foundations to resist wind forces. Though the least expensive, large-scale ground-mount projects may incur higher transmission costs and land costs. The indicative economic potential section outlines economic considerations after addressing technical potential.

3.2.1. Rooftop Solar

Approach

In evaluating rooftop solar potential in Contra Costa County, the study examined a number of software programs and methods that can account for orientation and shading by nearby buildings and trees. Solar mapping tools include Google Project Sunroof, Geostellar, Mapdwell, and Energy Sage. Using these tools, one generally types in an address, and a satellite image of that dwelling's rooftop is analyzed for nearby shadows to determine the site's solar potential.

Some of these sources can sum the potential for all rooftops within an area (e.g., Contra Costa County), providing a detailed picture of the county's rooftop resource. In obtaining this for the County, the study selected Google Project Sunroof to provide a first-order estimate of potential, given the software's ease of use and low cost.

The Project Sunroof tool estimates the technical potential of all buildings within a region, ignoring parking lots or land areas where larger solar arrays can be installed. Google's algorithm requires the following:

- Each panel area on a building receives at least 75% of the maximum annual sun in the County (a threshold of 1,233 kWh/kW)
- Each included roof has a total potential installation size of at least 2 kW (135 sf)
- Only roof areas with enough space to install four adjacent solar panels are included

For further technical details, see Google SunRoof documentation.⁴⁴

To calculate total potential capacity on County rooftops, the study employed Google's calculation of available unshaded rooftop areas (designated in 1.650m x 0.992m standard sized solar panels), and applied the following assumptions: 16% efficient modules (260W/module); 80% packing factor; 20%

⁴⁴ <https://www.google.com/get/sunroof/data-explorer/place/ChIJ3QQ6ifNuhYAR4fM4Ln-yyVk/>

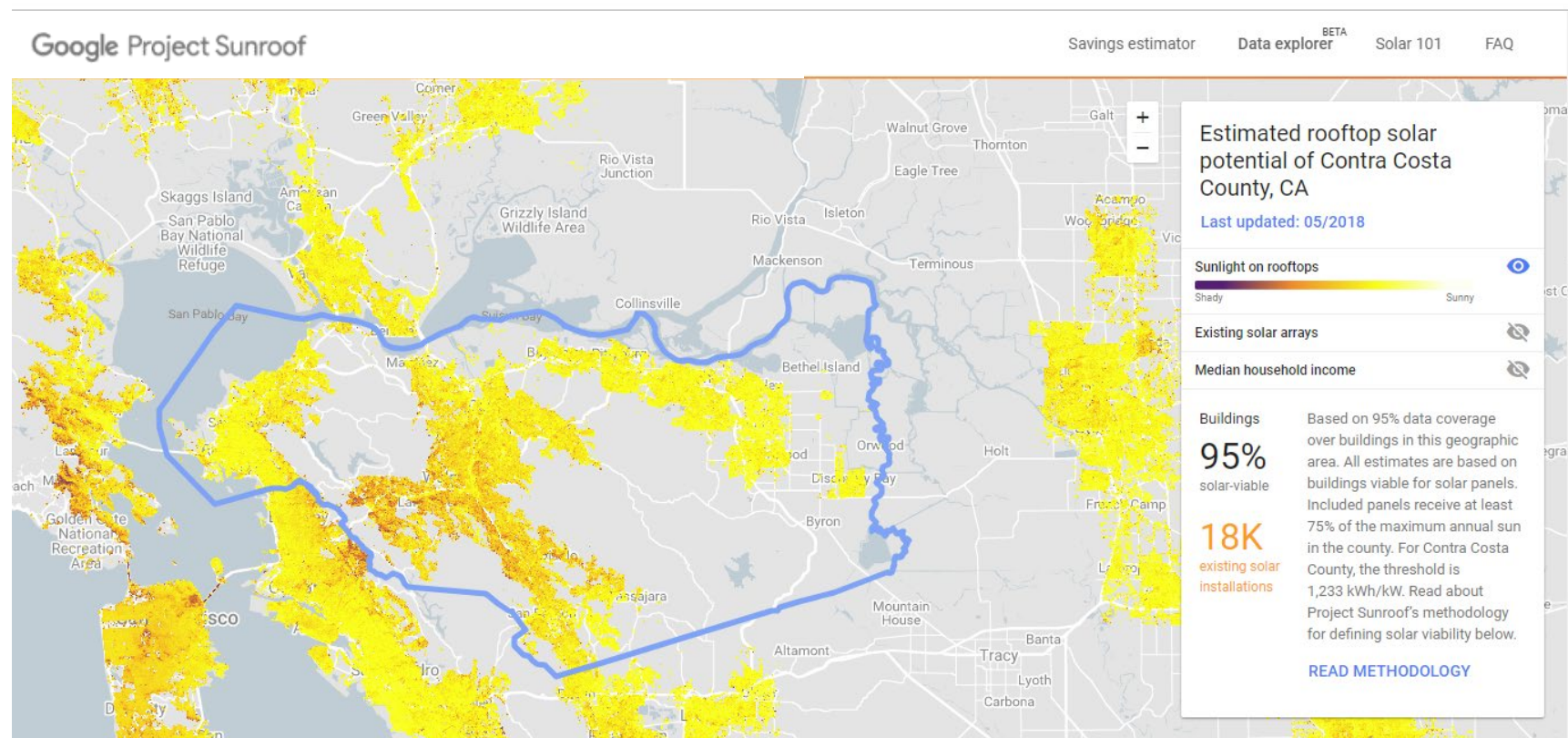
AC:DC derating factor; and a 20% reduction⁴⁵ to account for rooftop fire code borders, roof age (not all roofs can handle 4 lbs/sf), and auxiliary rooftop equipment (for example, rooftop air conditioners for commercial).

The analysis covered 95% of the buildings in the County.⁴⁶ Figure 8 shows areas with the greatest solar potential on rooftops, according to the tool. Figure 9 shows what this analysis looks like on individual rooftops, showing areas of shading from internal rooftop elements (vents, HVAC equipment, chimneys) and shading from surrounding features such as trees.

⁴⁵ Standard building design can easily result in much higher roof area percentages not being available due to space taken by mechanical equipment, chimneys, vents, skylights, and other features as well as shading that these features cast on surrounding roof areas. One can, however, move these shade-generating features to a rooftop's north side, allowing an estimated 80% of area for solar. See Bryan, Harvey, Hema Rallapalli, and Jin Ho Jo. "Designing a Solar Ready Roof: Establishing the Conditions for a High-performing Solar Installation." American Solar Energy Society Solar 2010 Conference Proceedings.

⁴⁶ The other 5% of buildings were not identified as such by Google's algorithm.

Figure 8. Contra Costa County Solar Rooftop Potential



Source: <https://www.google.com/get/sunroof/data-explorer/>, accessed 9/16/2018.

Figure 9. Zoomed in screenshot of Google Sunroof's characterization of rooftop solar availability and shading at DCD's offices and surrounding buildings in Martinez



Source: <https://www.google.com/get/sunroof/data-explorer/>, accessed 10/19/2018.

Appendix B lists solar potential by census tract, with a total estimated potential of 1,450–2,600 MW. The low estimate only includes south- and flat-facing roofs; the high estimate additionally includes east- and west-facing rooftops. Coupled with new energy efficiency standards (as part of “CalGreen,” the California green buildings standards code), California requires that all new construction buildings under three stories install solar panels as part of the 2019 Title 24, Part 6, Building Energy Efficiency Standards. These estimates of rooftop solar potential do not include solar installed on newly constructed buildings.

Rooftop Solar Economics

Two key elements determine whether a rooftop makes a good candidate for solar:

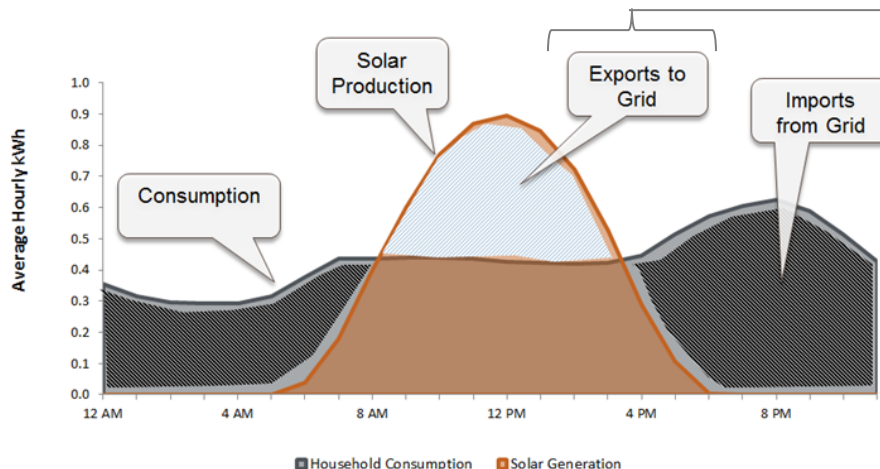
(1) the age of the rooftop (if the roof is sufficiently old, it does not make sense to install solar and replace the roof 10 years later); and

(2) the presence of a significant on-site electrical load. If a large solar array is installed onto a roof, and the power generated is sold back to the grid, the array owner will receive a price somewhere between wholesale and retail from the utility (depending on local net metering pricing rules). If the owner has a large load and consumes the energy generated, they essentially receive a full retail-rate value. Consequently, the local electrical load’s size serves as a key economic factor for rooftop installations.

Timing constraints limit how quickly the County can access this potential economically: it does not make economic sense to install a solar array, and remove and reinstall it five years later, when a roof needs replacing. Therefore, solar should be installed in conjunction with a new roof (+/- 3 years), with roofs typically lasting 25 years or more. Only 1/25th of this total potential (58–104 MW) makes economic sense to install each year over the next 25 years. Actual installations will be lower due to potential non-interest in solar by homeowners, homeowner financial barriers, or other barriers (for example, split incentives). For residential markets, potential financial

barriers have been addressed somewhat by third-party leasing which can provide homeowners with no-money-down financing.

Figure 10. Net Metering Definition



Net metering allows customers to export power to the grid during times of excess generation, and receive credits from their utility that can be applied to later electricity usage

3.2.2. Parking Lot Solar

Neither a comprehensive database of parking lots in the County nor a satellite-based parking lot estimation software, similar to that used for rooftop solar, was found. Therefore, the study required creation of a new database, focused on large parking lots, primarily within the ULL. The study focuses on these sites for the following reasons:

- On average, sites within the ULL are likely closer to transmission and substations
- On average, such sites may be more likely to be associated with customers with significant net metering loads to balance against solar production, improving economics, and
- Solar shade structures in urban locations could be considered to offer greater co-benefits (e.g., more cars benefit from parking in the shade, more County constituents learn of progress made in renewable energy if solar is sited in places with higher population centers)

To create a new database of large parking lots, the study filters Contra Costa County's CCMAP resource by the Tax Assessor Use Code. Several types of institutions were selected as they likely had relatively large parking lots (e.g., schools, shopping centers, churches, industrial facilities, business parks, regional parks). This list was given to a student intern and County GIS staff to trace the shape and area of the parking lots within these parcels, starting with parcels with the greatest acreage. This resulted in a list of nearly 1,300 parking lots that could be solar installation candidates.

Upon establishing locations, shapes, and acreages of these sites, the team reviewed specific examples of the tracing methodology and satellite imagery to estimate the fraction of identified parking lot area that would likely be shaded and not conducive to solar. This incorporated the following assumptions:

- Available space would be reduced by 33% to account for aisles between parking stalls and necessary inter-row spacing (panels at the expected tilt for Contra Costa County's latitude might otherwise shade directly adjacent panels). Most solar parking canopies cover stalls but not aisles.
- Surrounding buildings and/or trees can shade a parking lot. Based on satellite imagery of Contra Costa County, the study assumes that 50% of the time, two stories of obstruction would exist on all sides, with an average 3:1 length to width parking lot aspect ratio. This yielded a useable area ranging from 12% of the parking lot area for very small lots (0.1 acres) up to 85% of the parking lot area for very large parking lots (5 acres).⁴⁷
- Parking lot areas shaded by large mature trees are generally avoided in quantification of the area available for solar, but areas with shrubs and/or small trees were not excluded, based on the assumption that a property owner *could* clear these smaller trees. The study did not address whether clearing shrubs and small trees would be a desirable action, and the study recognizes

⁴⁷ This assumes removing an area 8 feet wide from any edge of the parking lot for every story that the surrounding building or tree extends above a single story (e.g., no reductions in parking lot areas when surrounded by one-story buildings as solar panels are the same height as the building, with 8 feet cut from the edge for two-story buildings).

that vegetation and landscaping elements can provide, for example, urban heat island benefits, aesthetic benefits, and drainage benefits.

- The study also bases suitability for solar on the proximity to the closest substation, based on an expectation that interconnection costs increase with distance and many of these sites would offer more solar capacity than on-site loads. Tiers were defined as follows:

Tier	Distance
1	Up to 1,000 feet from a substation
2	1,000 to 5,000 feet from a substation
3	5,000 to 10,000 feet from a substation
4	>10,000 feet from a substation

Once useable square footage estimates were available, using the assumptions listed above, a solar capacity value was calculated for each potential site, adopting a rule of thumb that each megawatt requires approximately 2.4 acres of panel surface area (the same assumptions used for rooftops), which typically could fit on a site of about 7.5 acres.⁴⁸ These capacity values were summed for each proximity tier to a substation, as presented in Table 6.

Proximity to Substation

Many factors affect interconnection costs, and the exact interconnection cost cannot be easily predicted, short of applying to PG&E for an interconnection study.

Nevertheless, for large scale and parking lot solar opportunities, the study seeks to provide context on interconnection considerations without undertaking a full assessment of economic feasibility for any given site under PG&E Rule 21 standards for allocations of interconnection costs and fee schedules. The interconnection cost is driven by multiple factors: the distance to the substation, the cost of new infrastructure required (e.g., new substations and substation upgrades), and the fees assessed by PG&E. While important to a determination of a specific site's candidacy for large-scale or parking lot solar, these considerations go beyond the detail level possible for a study of this scale. Analysis of the *collective* impact on transmission and distribution (T&D) upgrade needs across all resources identified by this study would be necessary to attain this level of granularity, and assumptions would be required about which resources would be developed first, what changes would happen in PG&E's T&D system, what capacity each line and each substation carries, substation connectivity, and what changes might

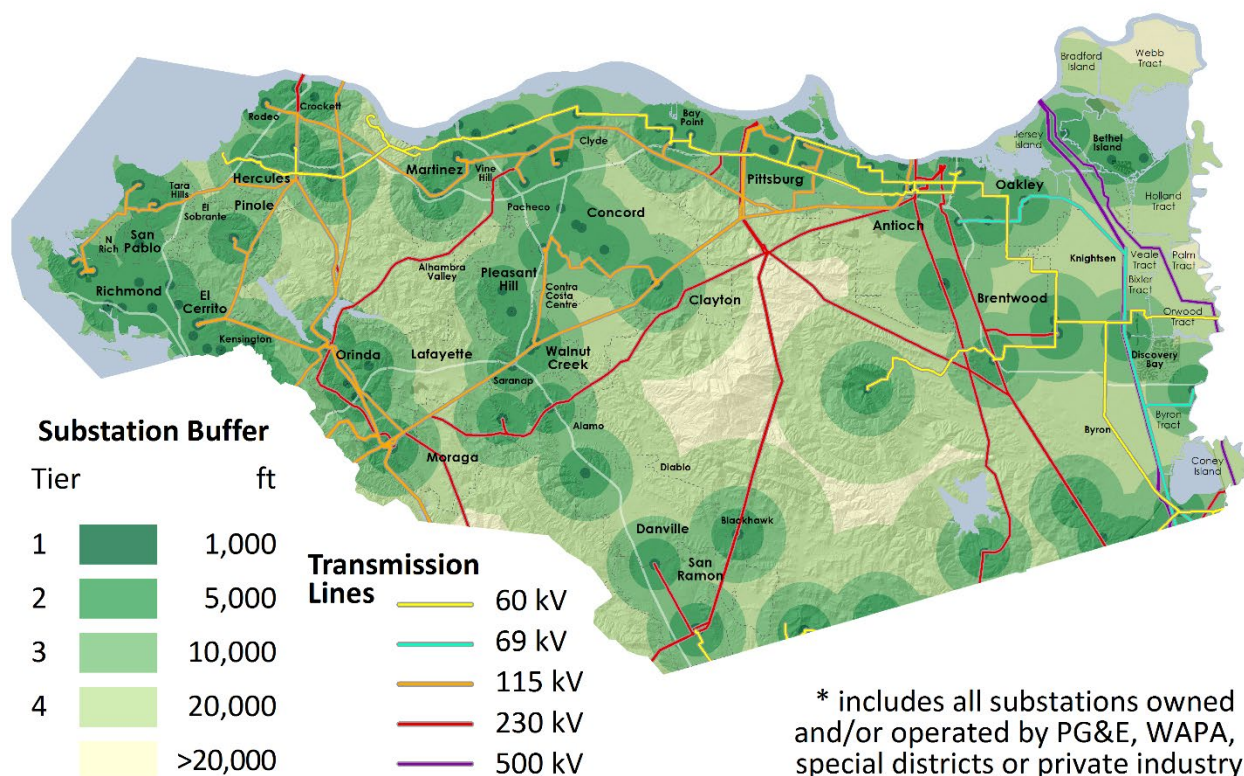
⁴⁸ Reasons why panels require so much extra total acreage compared to area taken by the panels themselves include gaps between rows (often requiring wider spacing for single-axis tracking systems commonly used in ground-mount installations, and to avoid row-to-row shading), the need for access (roads, walkways), border shading (caused by fencing or trees on the edges), and other site-specific factors, such as a site's shape (e.g., the possibility that certain parts of the site are sloped or otherwise unsuitable for panels). See Ong et al, "Land-Use Requirements for Solar Power Plants in the United States", NREL, June 2013, for further information: www.nrel.gov/docs/fy13osti/56290.pdf

occur in PG&E's cost allocation formulas over a long timescale required to develop this renewable energy. Cluster studies and long-term holistic studies that project more widespread resource development would be needed.

Instead of delving into this detail level, the methodology uses a relatively simple metric for ease of utility interconnection—the calculated distance of each solar resource to the nearest existing substation.⁴⁹ Substation locations were obtained from PG&E substations shown in the PV RAM map,⁵⁰ substation locations from a spreadsheet emailed to Cadmus by PG&E representatives, and known WAPA substations and privately owned substations within the County. Laying a line from a site to a substation costs approximately \$1 million per mile. The study creates distance thresholds to quantify the total resource available within 1,000 feet, 5,000 feet, 10,000 feet, and above 10,000 feet of the nearest substation. Figure 11 shows the location of these substations, buffers around them, and the network of transmission lines within the County.

⁴⁹ An alternate approach would have been to calculate the distance from each site to the nearest mainline transmission asset and the cost of installing a new substation at that location. This approach was not selected based on the assumption that the cost of creating a new substation to tie into the transmission line would pose significant costs to the project and may or may not be possible or expedient for each project. A new substation is likely to cost over half a million dollars, not including the cost of running a line to the site.

⁵⁰ PG&E provides a map called PV RAM that is designed to give an indication of the congestion on any given distribution line and limits to the amount of solar that could likely be placed on the system with minimal impact at the line segment level, the feeder level, and the transformer bank level. However, because this map relies on data last updated in 2015 and because this level of detail is beyond the level for a typical technical potential study, it was determined that using the values in the PG&E map was unnecessary for this analysis. Instead only the GPS locations were used. PV RAM map is available here: https://www.pge.com/en_US/for-our-business-partners/distribution-resource-planning/distribution-resource-planning-data-portal.page

Figure 11. Substation Locations

Table 6. Parking Lot Solar Potential

Tier	# Parking Spaces	Total Acres	Total MW
1	114,810	700	180
2	156,260	970	230
3	68,870	430	100
4	16,970	110	20
Total	356,910	2,210	530

Further analysis will be necessary to more precisely estimate technically available solar in parking lots. The methodology provides an order of magnitude estimate and establishes a lower boundary for total technical potential. This can be considered a lower boundary in that not every parking location in the County could be mapped within the study's scope and timing.⁵¹ Another reason is that for parking lots smaller than half an acre, the total available area for solar was heavily discounted due to assumed shading from surrounding buildings.

⁵¹ The study did account for over 1,250 parking lots. Despite the focus on the largest lots, the study included hundreds of lots smaller than one-half an acre.

For multiple reasons, actual development of solar on parking lots in the County will likely significantly lag behind other solar installations:

1. Parking lots have higher cost structures (structural support adds \$0.10–\$0.30/kW) and tend to be smaller-sized projects (i.e. < 1 MW).
2. Many large parking lots may exceed the size of local load available to net meter against, reducing a project's economic attractiveness.
3. Large parking lots are often owned by property management companies, with many tenants paying their own electric bills, resulting in split incentives that slow development of these resources.
4. Property owners may prefer to keep shade trees for aesthetic reasons.
5. Parking lots may be owned by many disparate property owners with varying interests.

Accordingly, parking lots currently account for 1%–4% of solar installations in California.

Nevertheless, the analysis indicates a significant resource is technically available. If programs and policies to address these barriers are put in place, and if structural support costs come down, these resources could be developed quickly in future years. Parking lots offer a key advantage over rooftop solar: one does not have to wait for the existing roof to wear out before installing solar.

3.2.3. Ground-Mounted Solar

The process of developing the technical resource potential for ground-mounted solar was to independently come up with estimates of solar resources on urban land and on land outside the urban limit line. To identify sites that should be counted within the technical potential estimate, a series of exclusion factors was applied. Within the remaining area after these factors were applied, staff searched for sites using satellite imagery to validate technical feasibility.

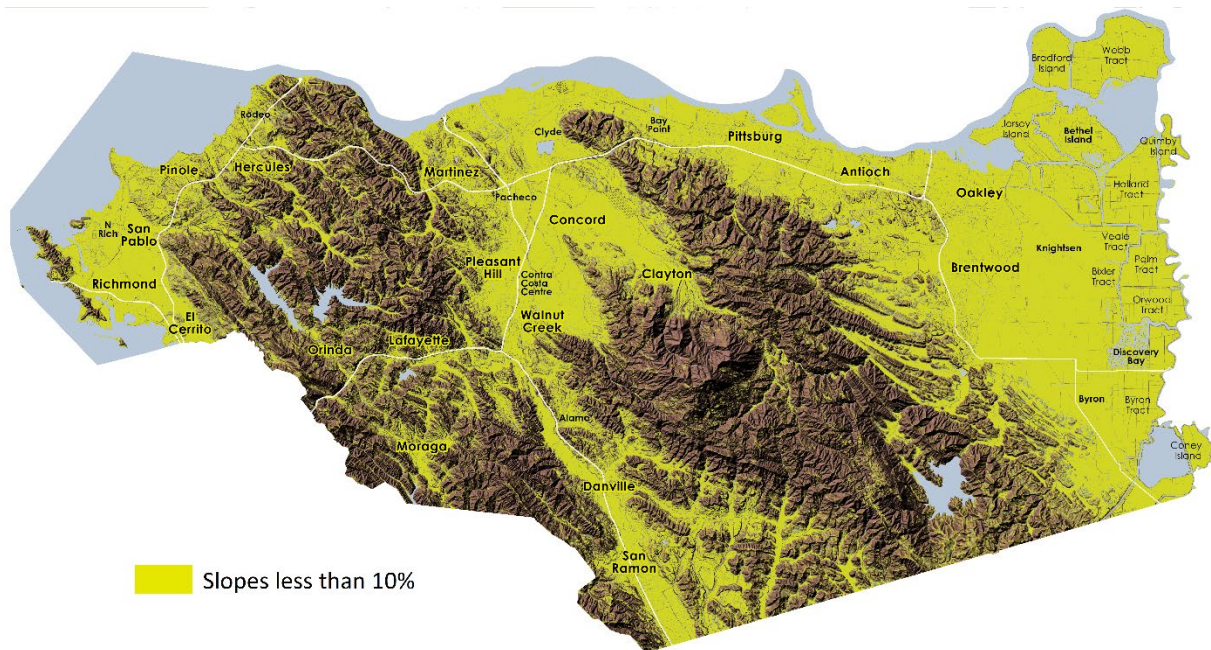
Ground-Mounted Solar Exclusions

The following factors were used to limit the areas in which solar potential was identified, grouped in three major categories – physical land attributes incompatible with large solar, biological and habitat value, and land use incompatible with large scale solar. These exclusion factors were applied to both the process of identifying rural and agricultural land that could host solar and “urban land unlikely to be developed” (meaning land that is unlikely to be developed for uses such as housing or jobs) that could host solar. Following this section, there is additional detail on how ULUTBD solar and solar on rural land were evaluated. Appendix D includes detailed maps that illustrate the evaluation process step-by-step, with a primary focus on rural lands.

Physical land attributes incompatible with large solar⁵²

Lands sloped more than 10%. Highly sloped land is not suitable for solar primarily because the higher the slope, the higher the cost of the structural support, and the more engineering required. Additionally, solar on highly sloped sites would be more susceptible to erosion and earthquake risks. Because highly sloped hillsides are visible from far away, these locations may impact community aesthetics. Solar is not typically sited on land sloped more than 10%.⁵³

Figure 12. Ground Mount Solar Exclusion: Slope Less than 10%

**Biological and habitat resources incompatible with large solar**

Wetlands were typically excluded for species protection and because of their important ecological functions and habitat value. Low lying land that is not wetlands was not excluded

⁵² Other attributes could have included fire hazard and flood hazard, but these attributes were not used to rule out lands for suitability, because it was assumed that they would simply increase insurance costs rather than make a project *technically* infeasible. Establishing the actual risks associated with these factors is a responsibility of potential developers.

⁵³ Charabi et al, "Siting of PV Power Plants on Inclined Terrains", International Journal of Sustainable Energy, Feb 2014

because solar can successfully be sited in land with a 100-year flood risk.⁵⁴ There was not one single data layer that was sufficient for ensuring that all wetlands were removed from the analysis, but where wetlands were known they were excluded.⁵⁵

Natural land cover types from the USGS's Multi-Resolution Land Characteristics (MRLC) National Land Cover Database (NLCD) Land Cover raster were excluded except for disconnected fragments. These natural land cover types have habitat value and may also pose viewshed concerns, and solar developers indicated they avoid such areas. Figure 13 displays land cover classifications for the entire County. Screening for natural land cover types and for steep terrain was sufficient to ensure that no priority areas from the Eastern Contra County Habitat Conservation Plan/Natural Community Conservation Plan (HCP) were included in the sites listed as suitable for solar.⁵⁶

Critical habitat as designated by the U.S. Fish and Wildlife Service (FWS). FWS maintains a critical habitat for threatened and endangered species map, and several locations within the County provide habitat for such species, including the California red-legged frog, the Alameda whipsnake, the Santa Cruz tarplant, the vernal pool fairy shrimp, and others.⁵⁷ Areas designated as critical habitat were excluded, except for areas where natural land cover was not present.

Land uses incompatible with large scale solar

Areas with residential or potential residential uses were excluded from the analysis because of generally smaller parcel sizes and because most undeveloped land that is residentially designated, or zoned, and is not currently used for housing, is assumed to have potential for residential development. A combination of assessor use code, general plan designations, and zoning was used to determine the suitability of the land for residential use based on County staff expertise.

Undeveloped areas with job creation potential were excluded if job creation potential was deemed to be significant. This included commercial, industrial, or related land use designations.

Land surrounding airport runways was excluded. While solar near airports is feasible and has significant precedent, it was assumed that projects that attempted to site solar near runways

⁵⁴ For instance, Monterey County has provided guidance on siting solar in such locations here (<http://www.co.monterey.ca.us/Home/ShowDocument?id=23403>).

⁵⁵ The County does not have its own map that covers the entire County. One known exception to the avoidance of anything that could be considered a wetland is that detention basins were not actively excluded.

⁵⁶ The HCP was created to streamline permitting for habitat impacts while protecting biologically rich blocks of habitat within the County. The HCP has identified priority areas for permanent protection, which would not be suitable for solar.

⁵⁷ <https://ecos.fws.gov/ecp/report/table/critical-habitat.html>

would encounter higher costs due to more extensive project review. FAA provides guidance for the length, width, and shape of “runway protection zones” where solar should not be sited.⁵⁸

Military bases were excluded because it was assumed that the military may not wish to constrain usage of their lands in case of future changes in their operations. It also would be difficult for County staff to determine whether certain parts of military held land was actively used or not.

Parks, conservation easements, and watershed lands were generally not considered potential areas for large-scale solar. However, in cases where these areas contained parking lots and detention basins, those parts of the site were considered. Figure 14 shows a map of where such parks and land uses are located in the County.

⁵⁸ https://www.faa.gov/documentLibrary/media/Advisory_Circular/150_5300_13_chg11.doc

Figure 13. Multi-Resolution Land Characteristics (MRLC) National Land Cover Database (NLCD) Land Cover Classification

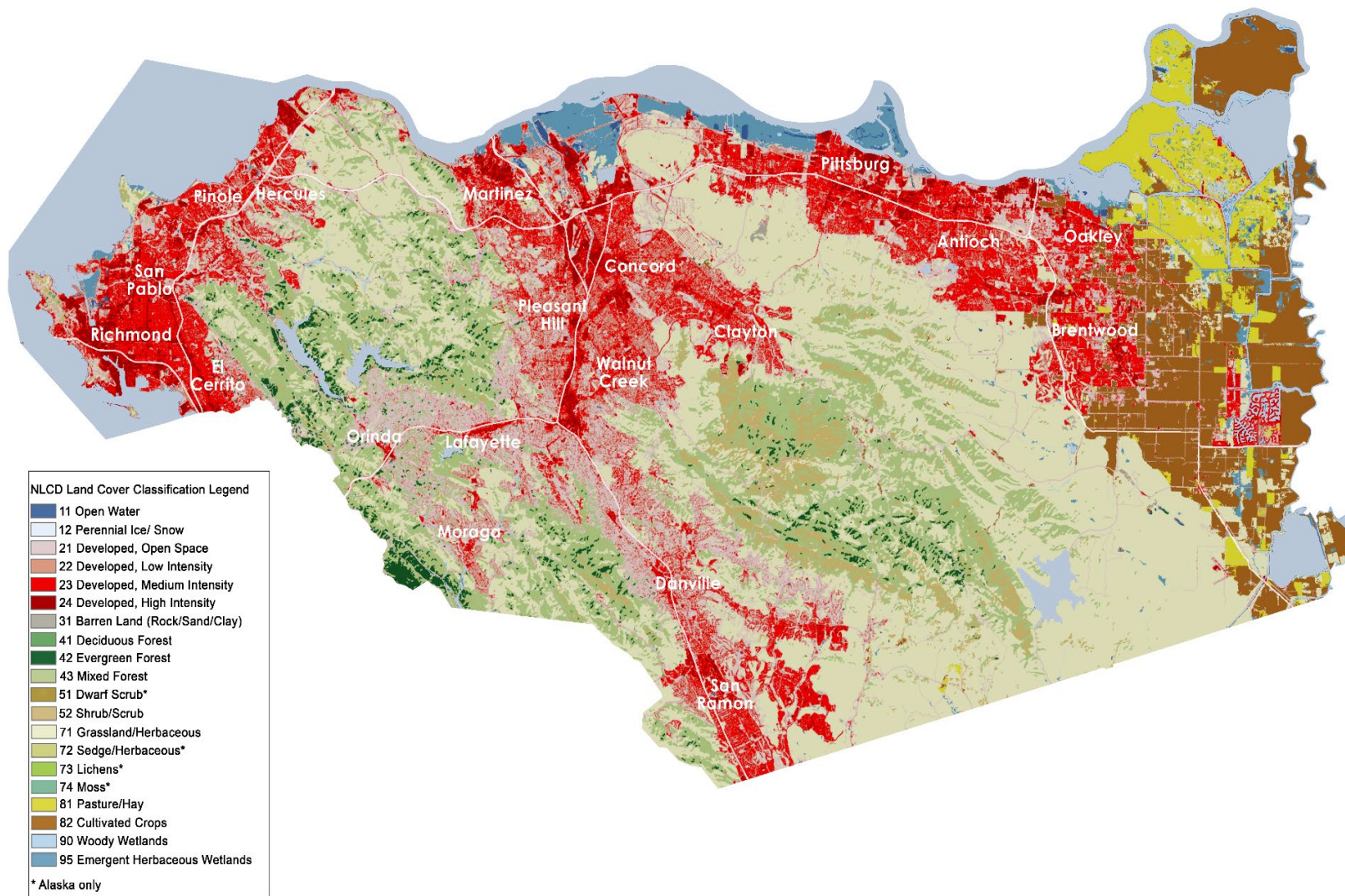
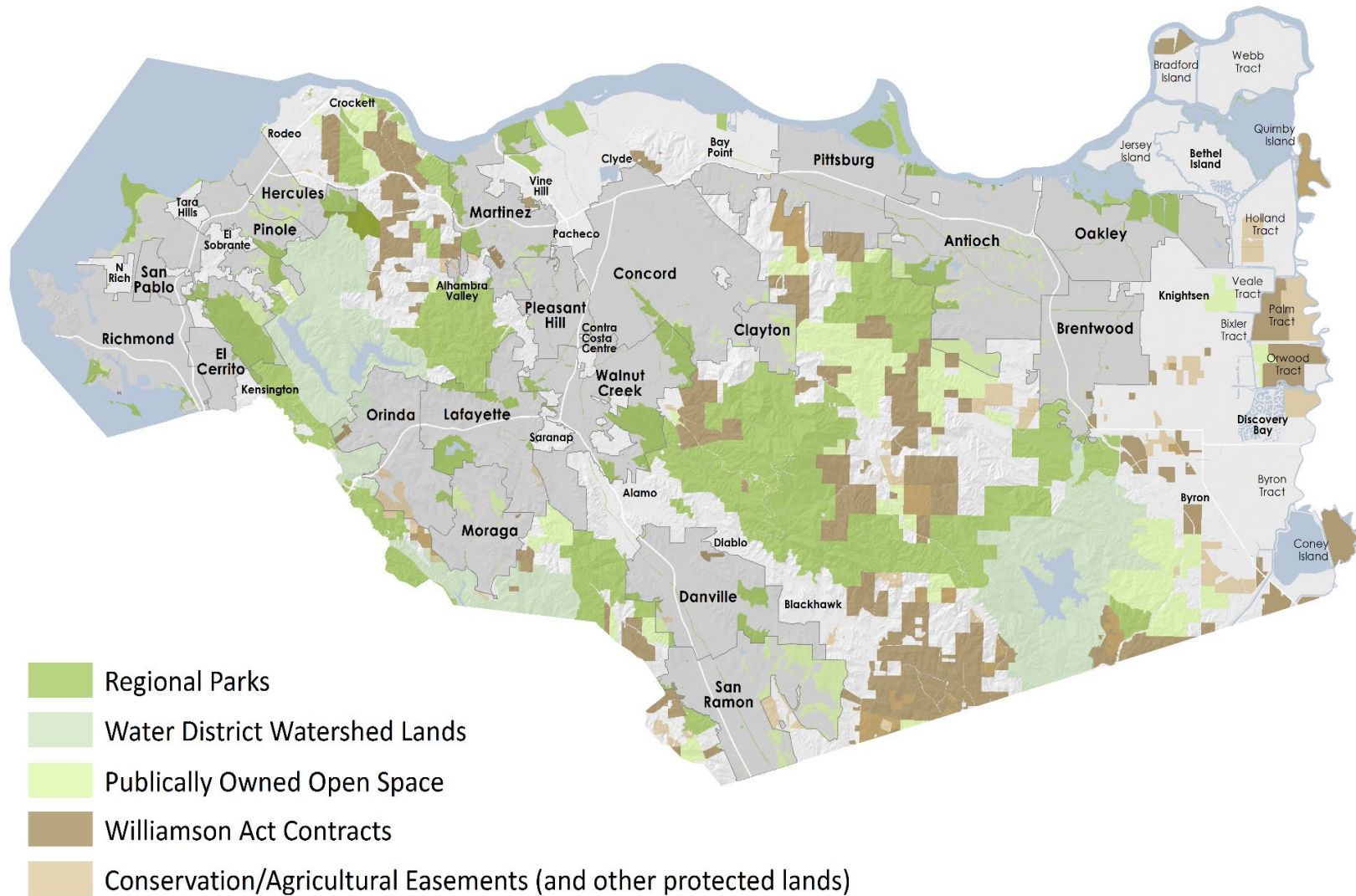


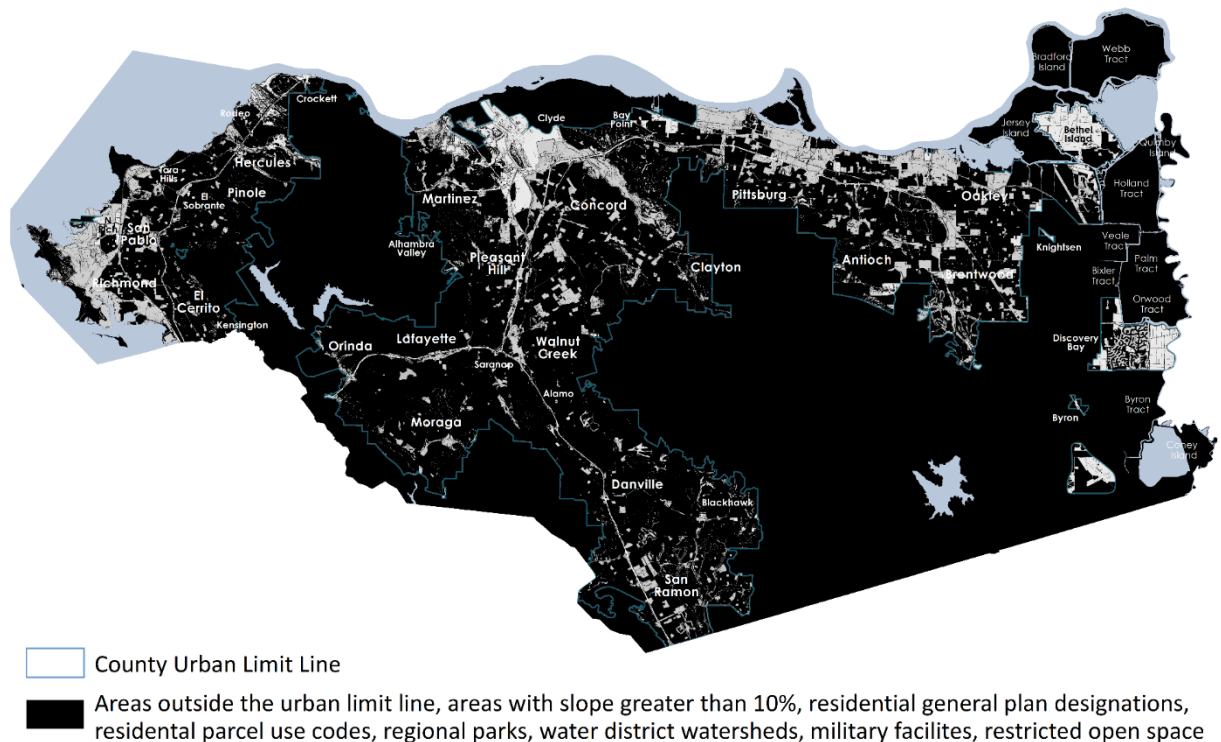
Figure 14. Parks, Open Spaces and Conserved Agricultural Lands



Ground-Mount Solar on Urban Land Unlikely to be Developed (ULUTBD)

Once the above technical exclusions were applied, County staff reviewed the remaining areas to further narrow and identify large plots of land that could potentially host solar within the Urban Limit Line.⁵⁹ The results of this process are shown in Figure 15. A goal for the County is to prioritize solar installation on “urban land unlikely to be developed,” meaning land that is unlikely to be developed for uses such as housing or jobs (hereafter called ULUTBD). Such land includes industrial buffer land, transportation rights of way, industrially impacted or contaminated land, land isolated by uses incompatible with most development, landfills, property of waste water treatment plants, and more. Identification of this land reflects detailed County staff knowledge of development history, community planning priorities, and other factors. Not all ULUTBD spaces identified are conventional locations for solar, albeit all types have at least some examples of solar development in other parts of the country. For example, Figure 16 provides an example of a highway cloverleaf that was included within the ULUTBD dataset.

Figure 15. Land Unsuitable for Solar Inside the Urban Limit Line



⁵⁹ The Urban Limit Line was created by the voters in 1990 to restrict Contra Costa County urban development and preserve the remaining land for agriculture, open space, wetlands, parks, and other non-urban uses by directing development to existing urban areas and away from agricultural lands and open space.

Figure 16. Example ULUTBD Highway Cloverleaf Potential Solar Site

Parking lots, and 'urban land unlikely to be developed' (ULUTBD*)



Parking Lots ULUTBD * Land in an urban area with limited development potential for jobs or housing, while still being potentially suitable for solar installations.

Finally, from within the set of ULUTBD areas identified, sites were removed that did not seem likely to be viable for solar due to considerations such as being in sensitive locations, being recently proposed for other uses, or other local neighborhood factors.

Not all of the ULUTBD will be attractive to solar developers due to parcel attributes like size, shape, contamination history, and other factors. Accordingly, our estimates of the total acreage available for solar within the ULUTBD category were conservatively trimmed by 33%. Similar to the approach for parking lots described above, suitability for ground mount solar was based on proximity to the closest substation, which impacts costs (it costs roughly \$1 million per mile if transmission line capacity is not already available). As with parking lot solar, tiers were defined as follows:

Tier	Distance
1	Up to 1,000 feet from a substation
2	1,000 to 5,000 feet from a substation
3	5,000 to 10,000 feet from a substation
4	>10,000 feet from a substation

Once acreages were available, a solar installation size was calculated for each potential site, using a rule of thumb that each megawatt requires approximately 7.5 acres of land.⁶⁰

Table 7. Ground Mounted Solar Potential on Urban Land Unlikely to Be Developed (ULUTBD)

ULUTBD Solar Potential		
Proximity Tier	Total Acres	Total MW
1	900	120
2	1,300	170
3	200	20
4	0	0
Total	2,400	310

Tiers indicate proximity to substation

Ground Mounted Solar in Rural Areas

In addition to urban land unlikely to be developed, there are areas in the County outside of the Urban Limit Line that may be suitable for solar. As noted above, several exclusion factors had already been applied to focus attention on least tradeoff lands and these factors were also used when considering rural land. Outside the ULL, it was also necessary to exclude areas with concentrations of smaller parcels generally describable as rural residential. Other factors included not looking at land with natural land cover, wetland areas, critical habitat areas, and parks and open space, among other factors, as described above. This focused the attention primarily on the undeveloped land in the eastern part of the County, much of which is used for agriculture or designated agricultural. This study first investigated agricultural land not located on the Delta Islands, and separately investigated land on the Delta Islands, which have their own mix of unique constraints. Together these areas are summarized in the inventory of potential renewable resources as “Agricultural Land with Relatively Low Constraints.” Appendix D: Cartography presents maps associated with this process.

Agricultural Land Excluding the Delta Islands

Because of the County’s interest in preserving high quality farmland, County staff performed extensive evaluation of the available data on agricultural land quality to inform this portion of the study. The methodology for assessing whether farmland could be suitable for solar included the usage of the USDA’s Natural Resources Conservation Service (NRCS) Soil Survey and designations of farmland quality from the California Department of Conservation’s Farmland Mapping and Monitoring Program (FMMP). Each of these datasets rank agricultural land. The NRCS rankings lean heavily on soil science, while the FMMP rankings take into consideration how the land is currently farmed. The NRCS data uses several attributes to rank quality, including farmland capability class, grade, an index of soil quality, and a determination of land that is “prime farmland,” or “farmland of statewide importance.” The FMMP data

⁶⁰ Ong et al, “Land-Use Requirements for Solar Power Plants in the United States”, NREL, June 2013, <https://www.nrel.gov/docs/fy13osti/56290.pdf>

also categorizes land that is “prime farmland,” “farmland of statewide importance,” “unique farmland,” and “farmland of local importance.”

For the purpose of this analysis, land that has a Class I or Class II NRCS classification or a Storie Index Rating greater than 80 was typically considered unsuitable for solar. Soil attributes vary both between and within parcels, and areas of higher and lower quality soil are often tightly intermingled (see Figure 17 and Figure 18). Given that the shape of a large solar array would not likely be conformed to the exact boundaries defined by soil quality, a subjective effort was undertaken to identify sites that were primarily poor quality soil sites.⁶¹ Two versions of this analysis were done, one which identified the agricultural lands that were least likely to have significant agricultural value, and a second version that loosened the criteria and included unique farmland and farmland of local importance. The locations identified are shown in Figure 19 and Figure 20.

Resulting from this analysis, 27 sites were identified in the former group and 58 sites in the latter group. The average size of these sites was 25.4 acres and 37.7 acres, respectively. These sites were not split by parcel boundaries or by ownership under the assumption that land from multiple owners could potentially be leased if needed in order to achieve a solar farm of the appropriate scale. Applying a ratio of 7.5 acres needed per megawatt of ground mounted solar, we obtained a low estimate of 90MW of capacity likely available, and a high estimate of 300MW.

Delta Islands

Most of the islands - Coney Island, Palm Tract, Orwood Tract, Holland Tract, Quimby Island, Webb Tract and Bradford Island -- were excluded based on a cumulative series of constraints. The cost of extending transmission lines, subsidence below sea level, insurance concerns regarding the condition of levees, and the high concentration of prime soils according to U.S. Department of Agriculture, even if they are not currently farmed, were all major factors. The remaining areas, on Jersey Island and Bethel Island, have unique distinctions that may counterbalance some of the constraints and for that reason, we feel they deserve more discussion. Jersey Island has a General Plan land use designation of Public Semi Public (PS) and is 100% owned by a special district. Bethel Island is inside the Urban Limit Line, has significant obstacles for large scale conversion of agriculturally designated lands for either jobs or housing, and has a larger risk pool, and more robust maintenance district regarding the levees. Based on these factors, specific locations on each of these islands were identified and mapped (Figure 19). Enough land for 240MW of solar was identified on Bethel Island and 430MW on Jersey Island.

⁶¹ If Contra Costa County were to adapt its General Plan and its zoning to allow solar in relatively low constraint agricultural areas, it would likely not follow the precise soil quality boundaries to set policy, but rather adapt these boundaries to existing parcel boundaries. The existence of a small sliver of prime farmland or other designated high value soil within a larger parcel of poor soils would not likely preclude the development of solar there, and conversely, the existence of small areas of poor soils in otherwise high soil quality parcels would not imply that the County would allow solar on any part of that parcel.

It should be stressed that this is an estimate of technical potential, not a recommendation. Compatibility with the Bethel Island community has not been evaluated in this study, but would need to be evaluated before any proposal were considered.

Figure 17. Contra Costa Prime Soils

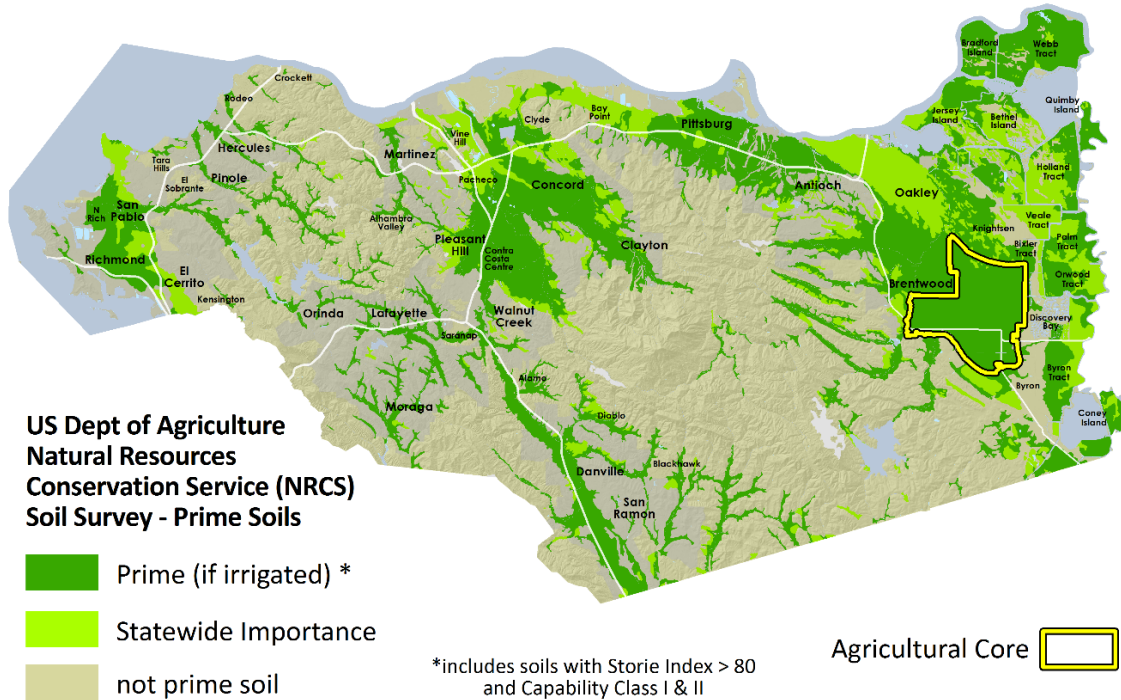
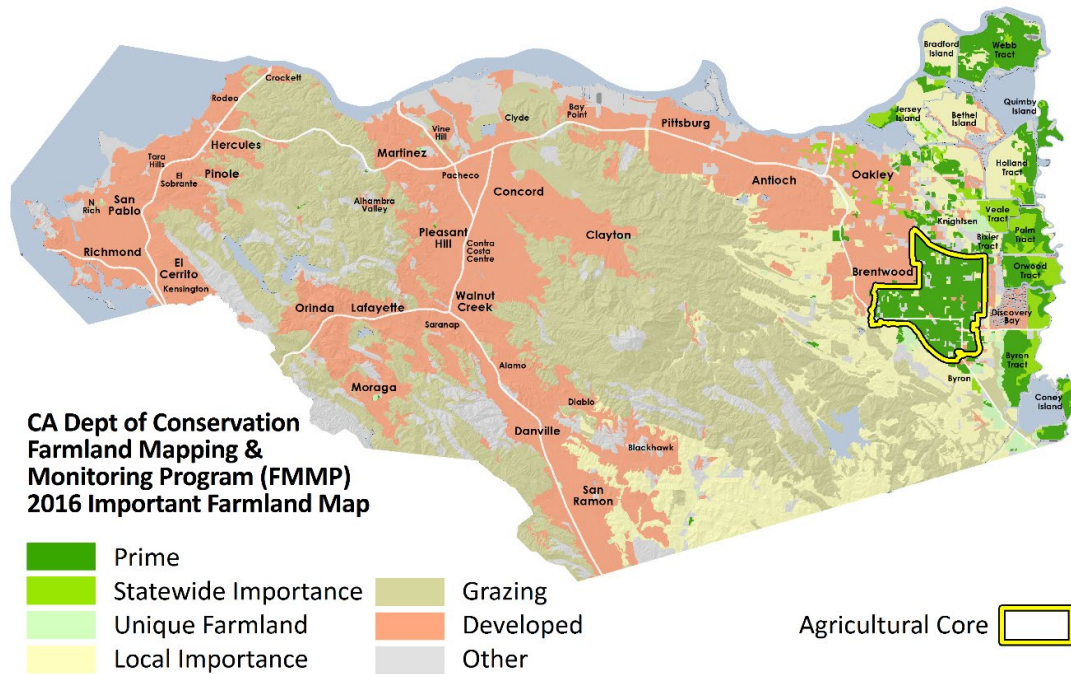


Figure 18. Contra Costa County Farmland and Prime Soil



As for the sites identified within the urban land unlikely to be developed (ULUTBD) category above, the rural solar sites were grouped by proximity to substations. The vast majority of the resource is located more than 2 miles from a suitable substation (Table 8).

Table 8. Ground Mount Rural Solar Potential by Proximity to Substation

Proximity Tier	Agricultural land and Delta Islands	
	Least constrained	Less constrained
1	0	0
2	0	0
3	430	430
4	330	540
Total	760	970

3.2.4. Total Solar Technical Potential

The sections above explore the solar potential available on rooftops, parking lots, urban land unlikely to be developed, agricultural land solar, and the Delta Islands. Building from this analysis, Table 9 presents total solar potential for the County.

Table 9. Contra Costa County Total Solar Potential

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Rooftops	1450	2600	2,290,000	4,100,000
Parking Lots	180	530	280,000	840,000
Urban Land Unlikely to be Developed	120	310	190,000	490,000
Agricultural Land with Least Constraints	760	970	1,200,000	1,530,000
Total	2,510	4,410	3,960,000	6,960,000

The numbers presented in Table 9 should be interpreted cautiously, because they do not reflect how quickly this solar potential could be achieved. While rooftop solar presents the largest opportunity, it is distributed over hundreds of thousands of roofs. The County would need to dramatically scale up from its current rate of rooftop solar installations (~1,500 permits/year) in order to fully capture the rooftop potential on these roofs in a reasonable time frame. Even if all building owners who could install solar decided to install it, the importance of having a relatively new roof for cost effectiveness means that it would take at least 25 years before this potential could be realized. Similarly, all forms of ground mounted solar depend on competing uses for the land, among other considerations. See the next section for further information on barriers to realization. Figure 19 shows all the solar resources identified, excluding rooftop solar.

Figure 19. Solar Technical Potential Areas in Contra Costa County (ground mounted only – see Figure 8 for rooftop potential)

Land considered potentially suitable for ground mounted solar installations

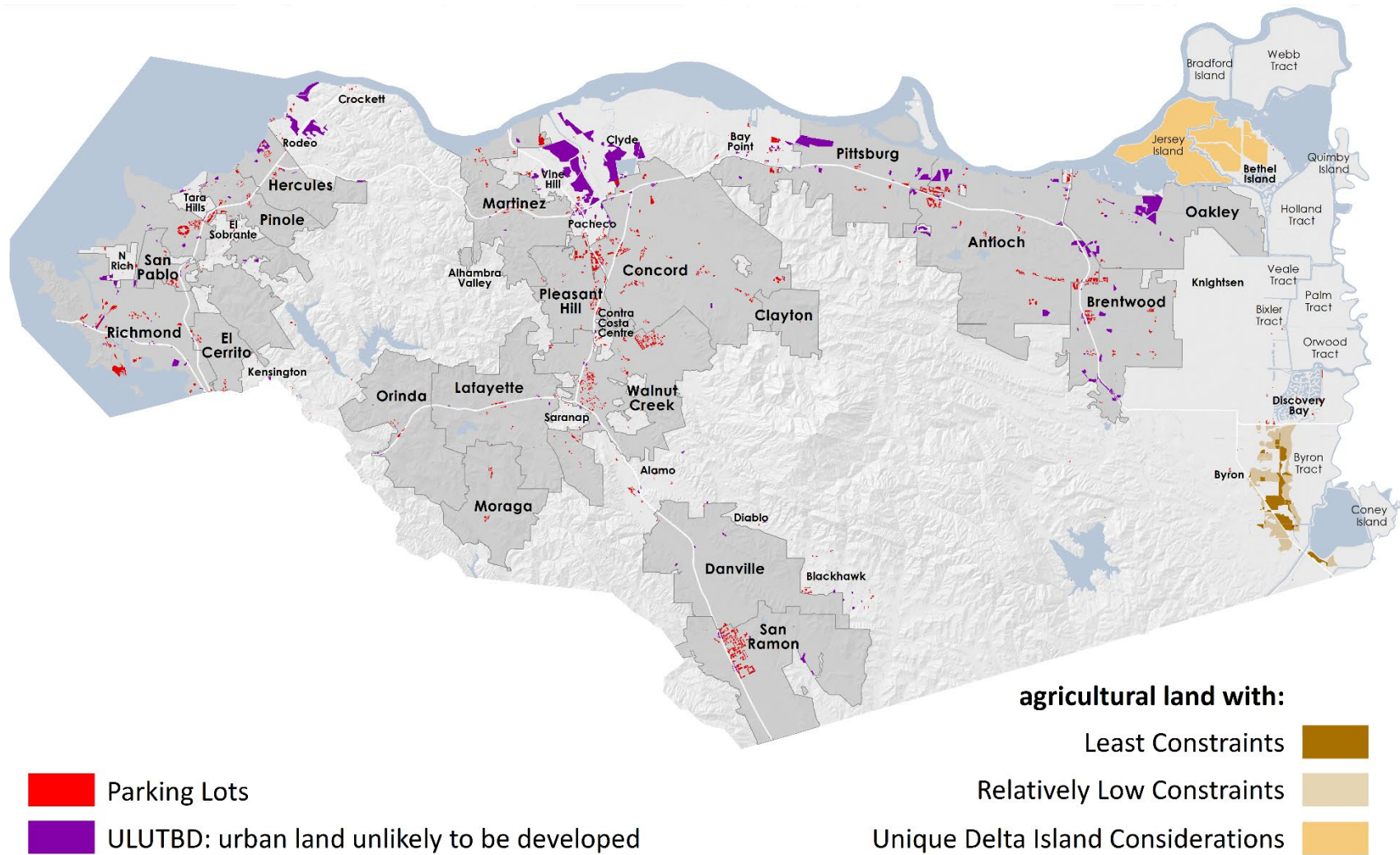
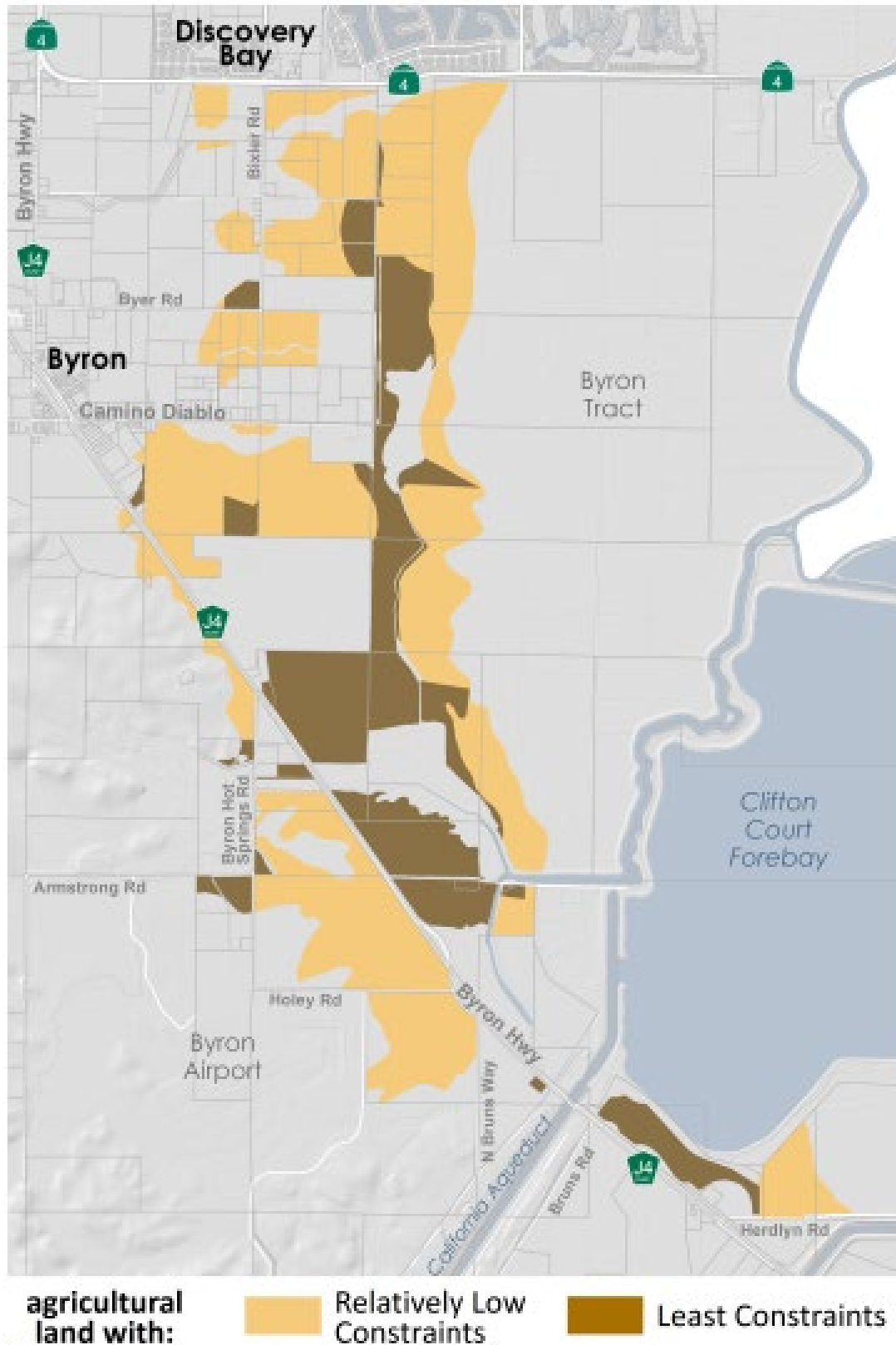


Figure 20. Agricultural Land of Relatively Low and Least Constraints



3.2.5. Indicative Economic Potential

The determination of sites most financially attractive for solar remains a task for the solar developer community. However, to provide input for County policy deliberations, this study compares rough financial desirability at a high level for the four types of described solar resources. Such a comparison was necessary to help the County understand the approximate resource available at different cost tiers.

Table 10 compares and contrasts characteristics for these four types of solar installations. Installation costs posed a primary consideration, directly affecting total electricity costs for consumers. Larger-scale ground mount solar present the lowest-cost resource; residential and parking lots, at a lower scale, are almost twice as costly (excluding land acquisition costs, which can be highly variable). For ease of comparison, all costs are on a third-party financing basis; costs can be significantly lower upon purchasing a system outright.

The table also compares land acquisition cost considerations, slopes, interconnection costs, net metering, and project timing between the four solar installation categories.

Actual costs will depend on many factors that cannot be estimated on a site-by-site basis within this study's scope (such as land acquisition or lease costs, site prep and engineering work, underlying soil conditions and foundations, transmission and distribution upgrades or costs, rooftop structural reinforcements, availability of easements if connecting substations are not adjacent to the property, and other factors). Costs shown in the table are indicative of the project class, not any specific installation.

Several installation trends will likely influence the identified types of solar (e.g., rooftop, parking lot, ULUTBD, agricultural/rural) developed most rapidly in the coming decades:

- Sites with the lowest costs are most attractive
- Large sites may encounter delays associated with transmission queues, or PG&E may not be able to accept further solar without storage, which itself may take some time to implement
- Parking lots have traditionally taken a 1% to 4% market share of the overall PV market due to their higher costs
- Commercial rooftop projects have averaged roughly 10% of the market due to higher complexity and split incentives⁶² barriers (as many businesses rent their space)
- Interest rates have been at historical lows, but are currently rising, which may slow market development
- Policy at national, state, utility, and local levels may accelerate or slow market development

Absent major policy changes, the relative share of parking lot, rooftop, and primary-use ground-mounted solar can be assumed to not change rapidly in the County.

⁶² Split incentives occur when solar benefits in the form of lower tenant utility bills do not accrue to the owner. As a result, owners tend to not install solar unless benefits can be shared with the tenant.

Table 10. Factors Affecting Economic Viability of Solar Projects, by Project Type

	Rooftop	Parking lots	Ground Mount		Rationale
			Unlikely to be developed	Agricultural land / Delta Islands	
Land acquisition (and potential mitigation) cost	Lowest (assumed to be zero)	Lowest (assumed to be zero)	Low to Medium	Low to Medium (excluding the most valuable ag land)	Agricultural land value is driven by quality as agricultural land. Land unlikely to be developed is assumed to be inexpensive because it is undesirable sites or sites with other problems. However, it may come with mitigation/cleanup responsibilities.
Slope	Not an issue	Assumed sufficiently flat (<10% slope)			Already filtered for slope. Projects could be done on more significantly sloped land, but at higher cost.
Interconnection cost	Lowest			Highest	For the purposes of this report, interconnection costs are assumed strictly proportional to distance to substation. Assumption is that substations are more likely to be near population; rural areas may have longer distances.
Scale	Smallest	Variable		Assumed to be largest	Sites within urban areas are generally surrounded by other uses and tend to be smaller. The chance of acquiring a large amount of developable land within the ULL is extremely low - economics will drive toward higher value uses. Smaller scale tends to drive the cost per watt higher.
Cost per kW of labor and parts (e.g., panels and balance of system)	High (\$3.23/W, ^a \$0.17/kWh)	Highest (\$3.53/W, \$0.15/kWh)	Lowest (\$1.66/W, \$0.10/kWh) (excluding any mitigation that may be required)		Parking lots canopies cost more than other types and tend to be smaller on average than the other site types; rooftop retrofits are more costly because installation size is small and fixed costs must be spread over a smaller project.
Net metering (non-wholesale)	Depends on ownership and surroundings			Not likely	Nearby building energy consumption affects net metering potential. Landlord/tenant split incentives may create challenges in some urban settings.

^a All costs in this table are cited as cost per installed watt of DC power and converted to an expected “levelized cost of electricity” (LCOE) per kilowatt hour.

Sources for costs: Residential: Energy sage and Vivint.com | Ground mount: NREL’s Solar Advisory Model

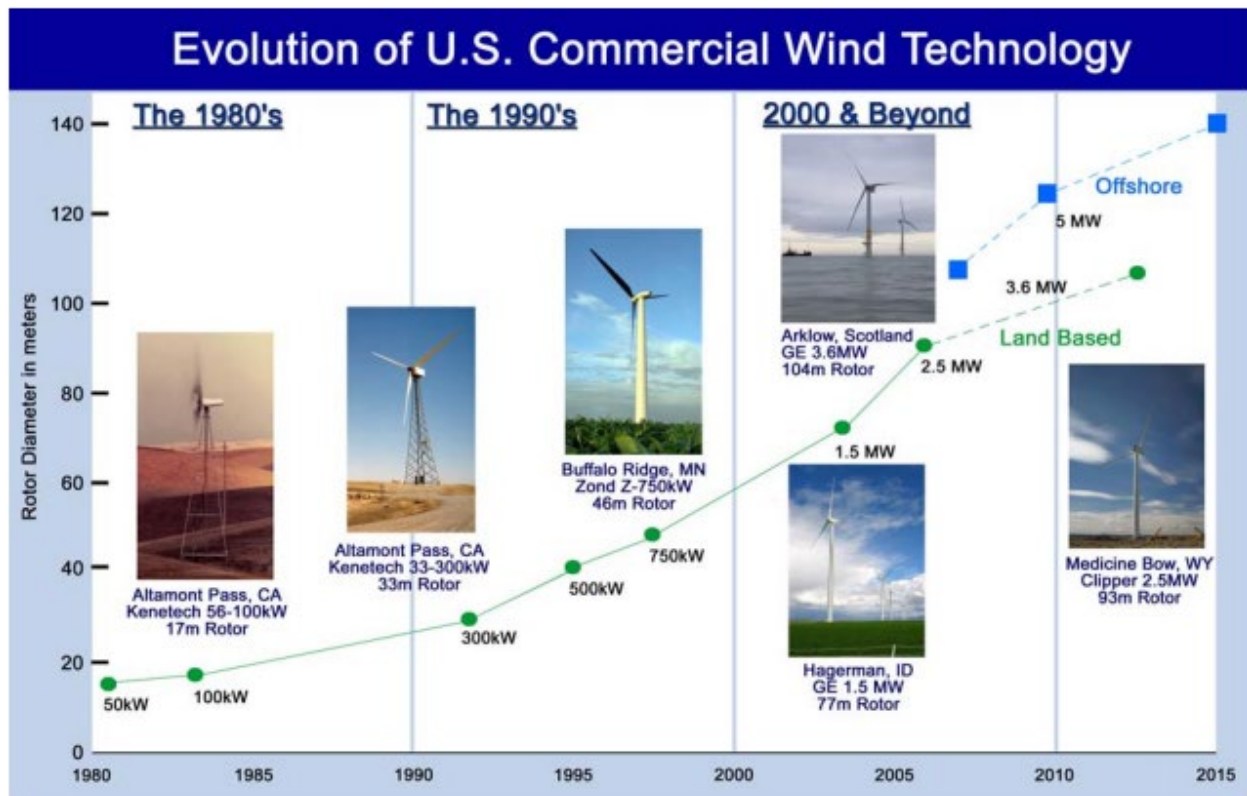
3.3. Wind

Stakeholder discussions around wind power indicated that the study did not require a quantitative estimate of total wind power available. The County wishes to understand broadly the available technologies and whether these can be considered as viable resources. A key rationale for limiting the quantitative focus on wind power is that the County has maintained a wind ordinance since the mid-1980s, and, according to County planners, has not received inquiries regarding zoning permits for wind in the designated areas. Nonetheless, a significant wind resource exists in the County, and the County deemed it important to assess what elements might contribute to wind development.

3.3.1. Large Wind Farms

One of the earliest large-scale wind farm areas in the country, the Altamont Pass Wind Resource Area straddles the border of Contra Costa County and Alameda County. Wind turbine technology has significantly improved since the mid-1980s, with power generated by a single turbine increasing 25X as individual turbine sizes have increased 5X, sharply reducing power costs and improving efficiency. The performance of these turbines and the issues that they raise can provide the County with a useful context in evaluating wind power. In particular, controversy surrounding raptor deaths at Altamont Pass and associated shutdowns during winter months suggest potential hurdles that may affect wind siting throughout the rest of the County.

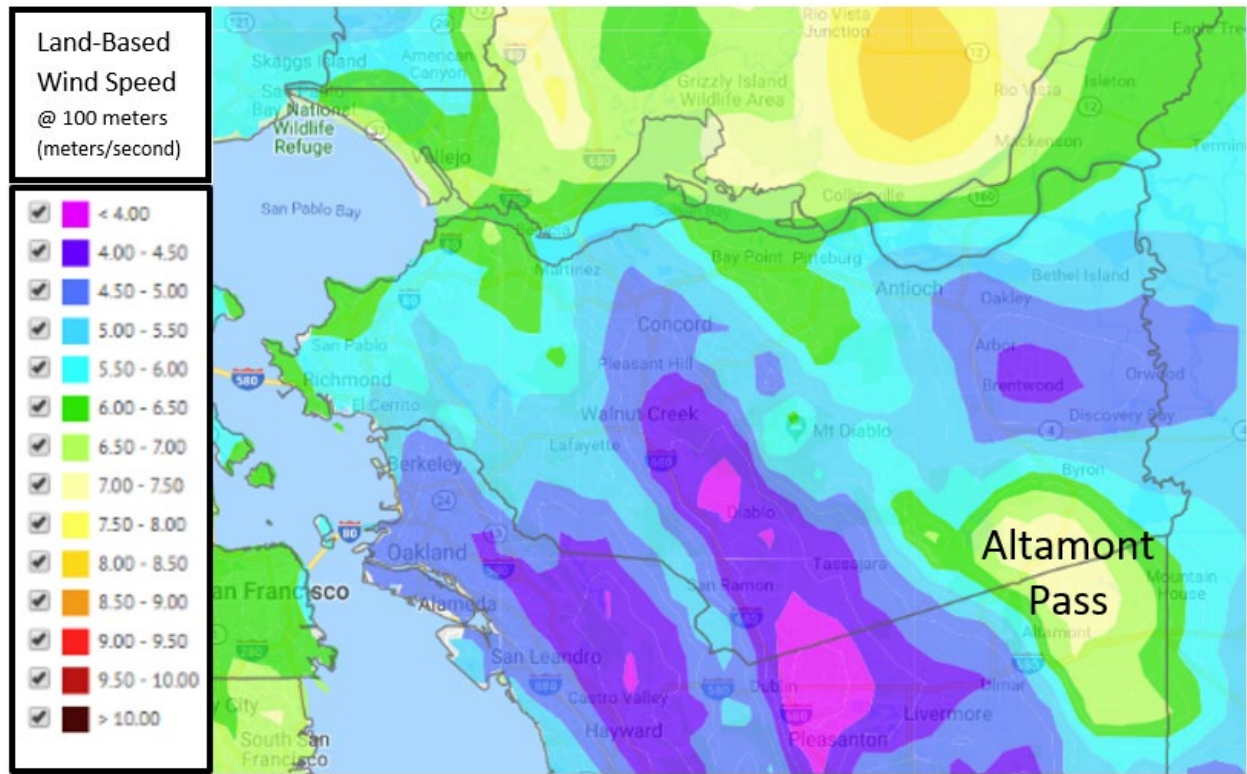
Figure 21. Wind Technology Evolution



Source: Thresher, Robinson, and Veers. "The Future of Wind Energy Technology in the United States", October 2008, NREL.

As shown in Figure 21, decades ago wind technology required relatively high wind speeds for large wind plants to be economically viable; the Altamont Pass wind farms are located in an area averaging 7 meters per second annually (class 3). Rotor diameter and tower heights, however, have increased five-fold, and low wind speed technology has improved, with 6 meters per second at higher 100-meter hub heights now economically viable in areas with transmission available.⁶³ Figure 22 shows these areas in green, white, and yellow, including significant portions of the Northern Waterfront.

Figure 22. Contra Costa County Wind Potential. Source: NREL Wind Prospector



The map indicates two main potential areas for large-scale wind projects, apart from Altamont Pass, which has already been developed. These potential areas include most significantly, **the industrial buffer lands east of Rodeo and the hills west of Bay Point**, both along the County's Northern Waterfront. While additional areas of average wind speeds greater than 6 meters per second are displayed at other locations along the Northern Waterfront, these were not studied due to anticipated engineering difficulties and ecological resource constraints (in the case of the northernmost Delta Islands, Bradford Island and Webb Tract, which are both substantially below sea level on soil prone to

⁶³ p 64, Chapter 2, "Wind Vision: A New Era for Wind Power in the United States", US DOE, Mar 2015, <https://www.energy.gov/eere/wind/maps/wind-vision>

subsidence) and due to their location within city boundaries (in the case of the waterfront west of Rodeo) and therefore being outside of the County's jurisdiction.

The two sites identified above were also subjected to screening to ensure that they had enough undeveloped land to accommodate at least 10 MW of wind. While most large-scale wind farms in the United States are 120 MW or above, due to multimillion dollar development costs, successful large-scale wind farms can be as small as 10 MW.⁶⁴ Using a rule of thumb that 45 acres are required per MW,⁶⁵ it was determined that both sites had enough available land for consideration. Nonetheless, it is worth noting that substantial hurdles may preclude the development of these sites, not the least of which being that the cost of transmission studies, wind studies, land acquisition, permitting, environmental impact studies, local approvals, and other costs must be amortized over a relatively small energy output compared to most wind projects.

To determine the amount of available area in each of the locations, several exclusion factors were applied, including avoiding regional parks and planned parks, avoiding important habitat corridors, avoiding locations slated for development, avoiding locations within city boundaries, and avoiding militarily owned land.

Table 11 shows the total potentially suitable undeveloped area for both these sites after the above factors were accounted for. It also shows that each of these locations is very close to substations,⁶⁶ which may be a favorable factor in their suitability.

Table 11. Contra Costa Large Scale Wind Potential

Region	Potentially Suitable Undeveloped Area (acres)	Transmission Distance (miles)	Wind Technical Potential (MW)
Industrial buffer lands east of Rodeo	580	<1	13
West of Bay Point	997	<1	22
Total	1,600		35

In addition to the above wind potential, potential exists to upgrade use of the Altamont Pass land by repowering existing wind farms. Turbine rotor diameters have quintupled, tip speeds have slowed, and output power has improved 100-fold compared to wind turbines first installed in the 1980s. The latest

⁶⁴ See <https://www.windpowerengineering.com/wind-project-map/>; while there are a few <10 MW turbine projects in California, wind farms tend to start at 10 MW and up.

⁶⁵ <https://www.nrel.gov/analysis/tech-size.html>

⁶⁶ As with solar, proximity to transmission lines plays a key role in large-scale wind project siting, as it costs roughly \$1 million/mile if transmission line capacity is not already available. Refer back to Figure 11 for a transmission line and substation map for Contra Costa County, indicating high-voltage transmission lines lie relatively close to all of these areas, generally at less than one mile.

Contra Costa County project to repower the Altamont Pass was the 78 MW Vasco repowering project in 2011. Because fewer turbines are needed to produce the same or more power, repowering reduces bird fatalities according to the 2010 settlement agreement.⁶⁷

3.3.2. Small-Scale Wind

Large-scale and small-scale wind projects differ in multiple ways:

1. Smaller tower heights and turbine rotor diameters sharply increase costs. Per KW, small wind projects generally cost four to five times more to install than large-scale wind projects. A quote received from a vendor of 10-kW small, vertical axis, wind turbines required \$80,000 just for the turbine alone (not including site prep, electrical, structural, permitting, or interconnection costs).⁶⁸
2. Due to higher costs, small-scale wind should be matched to local electricity consumption that can absorb the wind electricity generation on site as opposed to selling it wholesale.
3. Technical potential remains extremely sensitive to local topology, including nearby buildings; and the fixed cost of measuring wind potential is relatively expensive for smaller projects.
4. Nearby residential neighborhoods may object to wind turbines' noise as well as the wind turbines' aesthetics.

A thorough assessment of technical potential of roof-mounted and small-scale wind would require an analysis level beyond this study's scope, given small-scale wind's extreme sensitivity to local wind variability. In general, the presence of ground, buildings, and trees reduces wind speeds sharply and with high variability due to turbulence—one reason that tower heights have generally increased over time.

Technical trends are as important as wind resource potential quality. Wind technology providers discovered that turbine wind power output is proportional to the rotor diameter cubed. The resulting dramatic increase in turbine diameter size enabled wind power to become one of the lowest-cost power sources available in the United States today.

Such large turbines, however, are not appropriate or safe when mounted on buildings. Designs restricted to lower-turbine diameters therefore have lower power output per turbine and higher costs. These reasons explain why roof-mounted wind has not become commonplace in the County. Therefore, it is more appropriate to qualitatively describe the potential posed by roof-mounted and small-scale wind, noting that, in future years, technology innovation and policy design could lower costs and/or

⁶⁷ Vasco Winds Repowering Project, Final Environmental Impact Report, April 2011. Also see Alameda County's website regarding Altamont Pass project activity:
<https://www.acgov.org/cda/planning/landuseprojects/windturbineproject.htm>

⁶⁸ Krista Rigsbee, Constructive Systems. Email communication, 2018-09-06

encourage a diversity of renewable resources with multiple generation profiles, making small wind an attractive opportunity for property owners.

Roof-mounted wind applications vary significantly regarding technology, form factors, and wind-speed requirements. Roof surfaces in urban environments experience highly variable wind resources based on their locations relative to street canyons, wind shadows from adjacent buildings, and the roughness of the urban environment's terrain.⁶⁹ Small wind feasibility may depend on a property owner's willingness to site microturbines at optimal heights above roof ridges, and a roof's optimal shape. Additionally, feasibility may be affected—positively and negatively—by neighbors' construction practices.

Buildings in less dense areas of the urban environment (e.g., buildings surrounded by large parking lots or fields) and buildings near the edge of a developed area may present promising locations. Such buildings, on average, may present fewer obstructions to steady and higher-velocity wind. These types of buildings may also be desirable for additional reasons, such as a reduced density of neighboring uses (which can, in turn, affect a small wind project's wind speed). Shadow flicker, glare from solar reflection from turbine blades, and noise emitted by small turbines all may disturb occupants of neighboring buildings. As such, small wind may be less desirable for residential neighborhoods or office settings pending the location of the turbines and their shadows. On the other hand, careful study can identify roofs where small wind is unlikely to cause any neighbor complaints, and noise suppression technology continues to improve.

Another challenge presented by small wind arises from a wind resource inherently more variable and less predictable than solar within the County; small wind is typically of a scale that cannot support the detailed and lengthy studies required to determine whether small wind would be economical for any specific roofline. Average shading can be assessed with a single site visit and knowledge of the surroundings (e.g., whether affected trees are deciduous), but wind varies hourly and seasonally. Local residents and property owners, however, may have strong contextual knowledge about wind speeds from their experience over the years, allowing them to make educated guesses that do not necessitate a multi-season anemometer study.

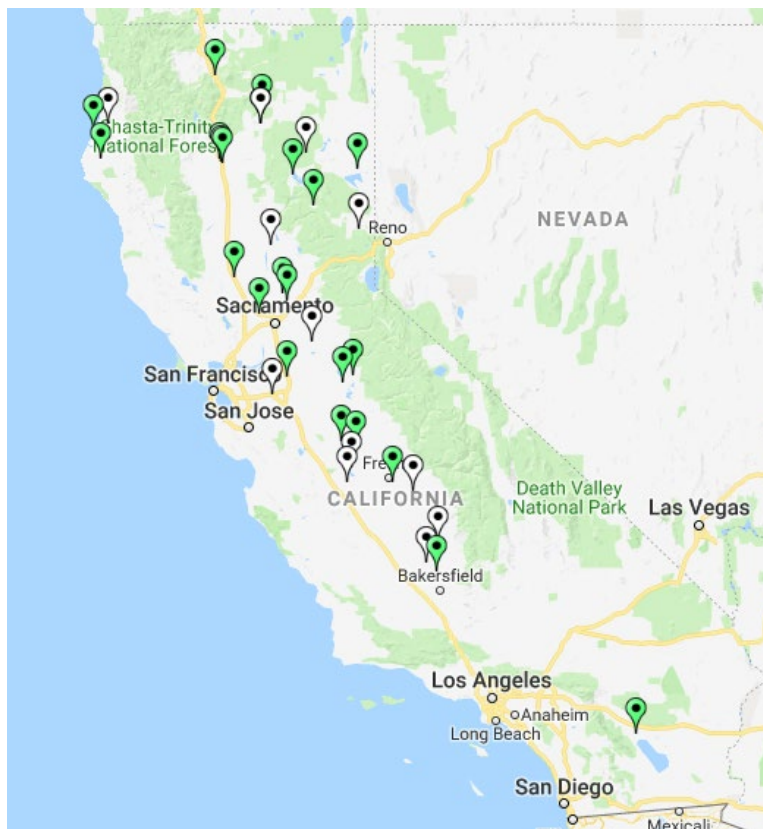
Given these resource measurement difficulties, the relatively low wind speeds throughout the County (excepting, as noted, Altamont Pass), the technology's commercial status, and the much higher costs of small-scale wind projects, this study omits small wind. Despite this, some applications within the County make economic sense. For example, a water pump far from an electric grid distribution line can receive power from a small wind turbine, avoiding the cost of a new distribution line. Still, in general, small wind will likely remain at the demonstration scale until significant breakthroughs reduce these barriers and make this generation source competitive with large-scale wind, solar, and natural gas.

⁶⁹ <https://www.sciencedirect.com/science/article/pii/S0378778811001101>

3.4. Biomass

While this resource assessment focused primarily on solar, significant biomass resources in the County offer an advantage in being dispatchable (e.g., they can operate at any time). On the other hand, air emissions are a notable disadvantage. With California forest fires increasing in extent and ferocity,⁷⁰ over 50 million dead trees in California can provide fuel for the biomass industry, but which are not prevalent in Contra Costa County.⁷¹ While economic conditions remain unfavorable for biomass-based electricity at present, this resource assessment establishes the potential for biomass-based power if these conditions improve.

Figure 23. Biomass Facilities in California



Green = Active. White = Idle. Source: <http://www.calbiomass.org/facilities-map/>

3.4.1. 2018 California Biomass Market Status

California permits 34 biomass facilities to operate within the state, but only 22 of these are active, as shown in Figure 23. None of these facilities are located in Contra Costa County, with the closest idle

⁷⁰ See, for example, <https://www.axios.com/fires-rage-with-no-regard-for-season-1513206927-2f9644ce-e9b0-4225-8737-d2e3c73f66d8.html>

⁷¹ <http://www.latimes.com/local/california/la-me-sierra-tree-mortality-20161129-story.html>https://www.fs.usda.gov/Internet/FSE_DOCUMENTS/fseprd537991.pdf

facility in Tracy, and the closest active facility in Stockton. As discussed in the market status section, the total wholesale cost of biomass-based electricity generation is higher than the nuclear, natural gas, solar, hydro, or wind sources that power Contra Costa County currently, as shown earlier in Table 5. At present, solar and natural gas-based power—the fastest-growing generation sources in Contra Costa County—are both 25% less expensive than biomass. Therefore, utilities seeking to lower electricity costs for consumers favor retirement of biomass plants as their long-term biomass power purchase agreement (PPA) contracts expire.

3.4.2. Biomass Resources in Contra Costa County

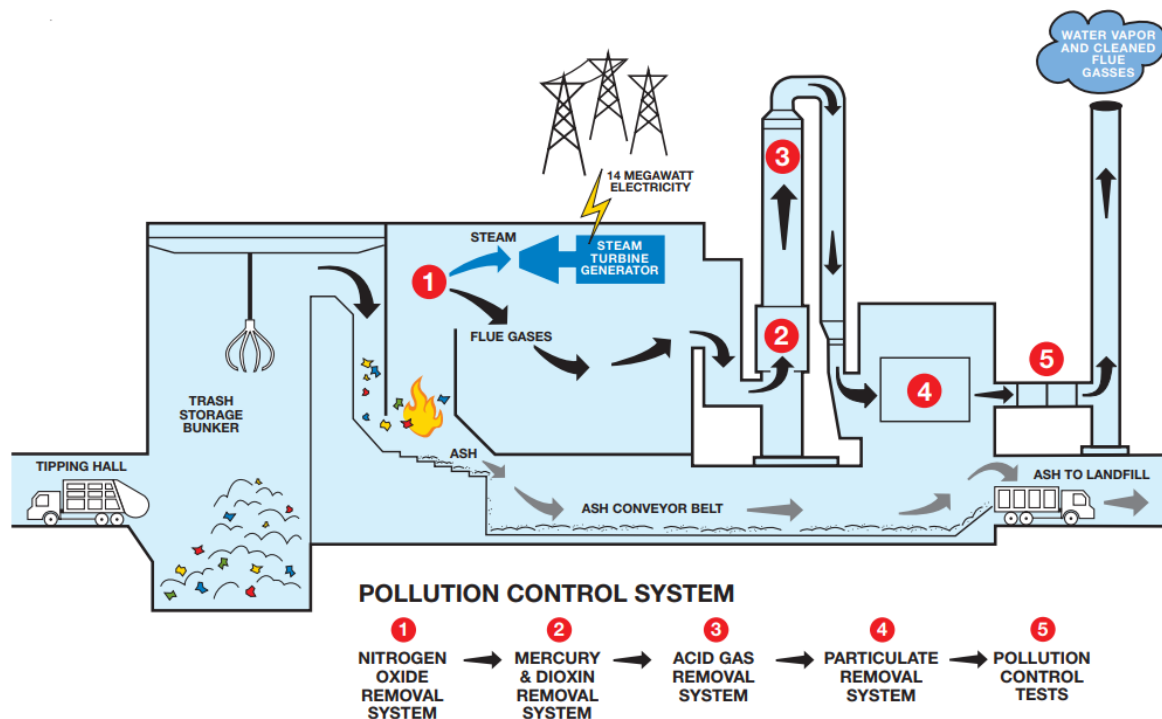
Contra Costa County has a wide variety of plant and animal waste materials for potential use in generating electricity. Principle sources include the following:

- Agricultural waste (corn husks, plants)
- Wood waste (chipped up shrubs/landscaping/yard waste, and construction and demolition wood waste)
- Compost (food waste, manure, other green waste)
- Forest slash (dead trees, brush)
- Landfill waste

Anaerobic digestion composting processes produce methane gas, as do landfills as waste slowly decomposes in place. Similarly, wastewater sludge can be processed by anaerobic digesters to produce methane. Though the following biogas section considers these processes and sources, this resource assessment's scope does not include biomass crops used to produce fuel (e.g., corn for ethanol, experimental algae, experimental cellulosic crops), as these sources are de minimis in the County.

In all cases, the study assumed the above waste would be burned, releasing heat to boil water to generate steam and then electricity, akin to power generated by coal-fired power plants.

Figure 24. Biomass Power Plant



Source: <https://archive.epa.gov/epawaste/nonhaz/municipal/web/pdf/processdiagram-2.pdf>

Incinerating waste reduces its volume approximately four-fold, reducing landfill volumes in addition to generating electricity. Two landfills operate in Contra Costa County, and the in-County landfills have at least 48 years of disposal capacity remaining as of December 2017, according to CalRecycle (see CalRecycle report “State of Disposal in California Updated in 2016”⁷² for further information on waste stream movement within the state and for further context regarding waste movement in California).

Agricultural Waste

To estimate acres of land used for various crops, Cadmus used the County’s public, crop-specific pesticide use records for 2016–2018.⁷³ Table 12 shows the planted acreage.

⁷² CalRecycle, “State of Disposal in California Updated in 2016”, Feb 2016, <http://www.calrecycle.ca.gov/publications/Documents/1556/201601556.pdf>

⁷³ The Permittees 2017.xls file (www.co.contra-costa.ca.us/6243/download-pesticide-use-data)

Table 12. Agricultural Waste Available

	Total Acreage	Total Bone Dry Tons(BDT)/Yr	MW Generation Capacity
Nuts	28,000	20,580	2.79
Corn For Food	7,369	14,886	1.78
Wheat	4,161	3,391	0.40
Corn, Human Con	3,287	6,641	0.79
Tomato Process	2,819	148	0.02
Safflower	2,749	1,004	0.13
Grape, Wine	2,612	2377	0.31
Cherry	1,201	219	0.03
Wheat for Food	875	713	0.08
Tomato	847	44	0.01
Olive	813	558	0.08
Walnut	656	482	0.07
Totals			6

Using the crop acreage estimates, Cadmus calculated available biomass feedstocks based on factors from the latest 2008 California Energy Commission (CEC) biomass resource assessment,⁷⁴ which provides estimates of the bio-waste tonnage generated per acre and the amount of this tonnage available for combustion; this varies from 5% to 70% of the total tonnage, depending on the crop.⁷⁵ Crop wastes must be dry prior to biomass combustion, and each crop has different dry weight percentages, ranging from 14% to 35%. Applying this factor yields the total amount of bone-dry tons per year, serving as the basis for calculating megawatts of generation capacity.

The 2008 CEC study also estimates the heating value for each biomass material type in BTU/BDT (bone dry ton). The right-most column in Table 12 estimates the MW generation capacity per crop, using a 20% efficiency of conversion to electricity and an 85% capacity factor.⁷⁶

Summing Table 12 produces the total generation available from agricultural waste in the county: 6 MW of capacity. Though a value 50% higher than the previous 2008 CEC study results, the value should be more accurate as pesticide use directly correlates with land in agricultural use.

⁷⁴ Williams Jenkins, and Kaffka. "An Assessment of Biomass Resources in California, 2007, 2010, and 2020", California Energy Commission, Dec 2008, CEC-500-2013-052

⁷⁵ Soil must be replenished with some of this waste, therefore not all of the tonnage listed above is available for combustion.

⁷⁶ See Chapter 3, footnote 52, p 96-105, for calculation details.

Wood Waste and Forest Slash

As shown in Table 13, CalRecycle compiles a list of facilities permitted to operate as wood chipping facilities.⁷⁷

Table 13. Contra Costa County Wood Chipping and Grinding Facilities

SWIS Number	Name	Tons / Yr	Facility Description
07-AA-0059	Fahy Tree Service	50,000	Grinds incoming materials through portable grinders. Processed materials are shipped to various customers that use it in various markets.
07-AA-0061	Green Waste Recycle Yard	1,200	Accepts whole trees, culled logs, and brush to divert from landfills, material is stored at the site until it can be processed/converted and reused as recycled mulch, dimensional lumber, or wood fuel.
07-AA-0062	Woodmill Recycling Company	18,525	Accepts yard trimmings, untreated wood waste, natural fiber products, and construction/demolition (C&D) wood waste. Mechanically chipped, ground, screened, and processed material is then removed from the site.
07-AA-0067	Hamilton Tree Services, Inc.	12,000	Screens arbor mulch into two natural sizes and color with non-toxic colorant and sold to retail. Some go to co-generation or logs to saw. On occasion, material ground on site to produce more wood chips.
07-AA-0069	Expert Tree Services	1,500	Green waste, wood chips, stumps, and C&D wood waste, staged and processed for further recycling and reuse.
07-AA-0070	Atlas Tree Service, Inc.	2,600	Removed plantings, hedges, and shrubs are ground and sent out to biofuel plants.
07-AC-0044	CCW Wood Chipping / Grinding	25,000	Accepts green materials and untreated wood (max. 200 tons per day) for chipping and grinding operations.
07-AA-0072	Pacific Wood Recycling	156,000	Chipping and grinding facility

Facility descriptions clearly indicate that ground-up material goes to a variety of outlets— landscaping use (as mulch), wood fuel for home heating, or incineration for electricity in a biomass plant. If all this material were diverted to electricity generation, current chipping facilities waste streams represent 270,000 tons of material. An assumed 42% moisture,⁷⁸ a 15 MJ/kg heating value for the fuel, 20% conversion efficiency, and 85% capacity factor⁷⁹ equates to 640,000 MWh/year heating value of generation potential, or 26 MW.

⁷⁷ <http://www.calrecycle.ca.gov/SWFacilities/Directory/SearchList/List?COUNTY=Contra+Costa>

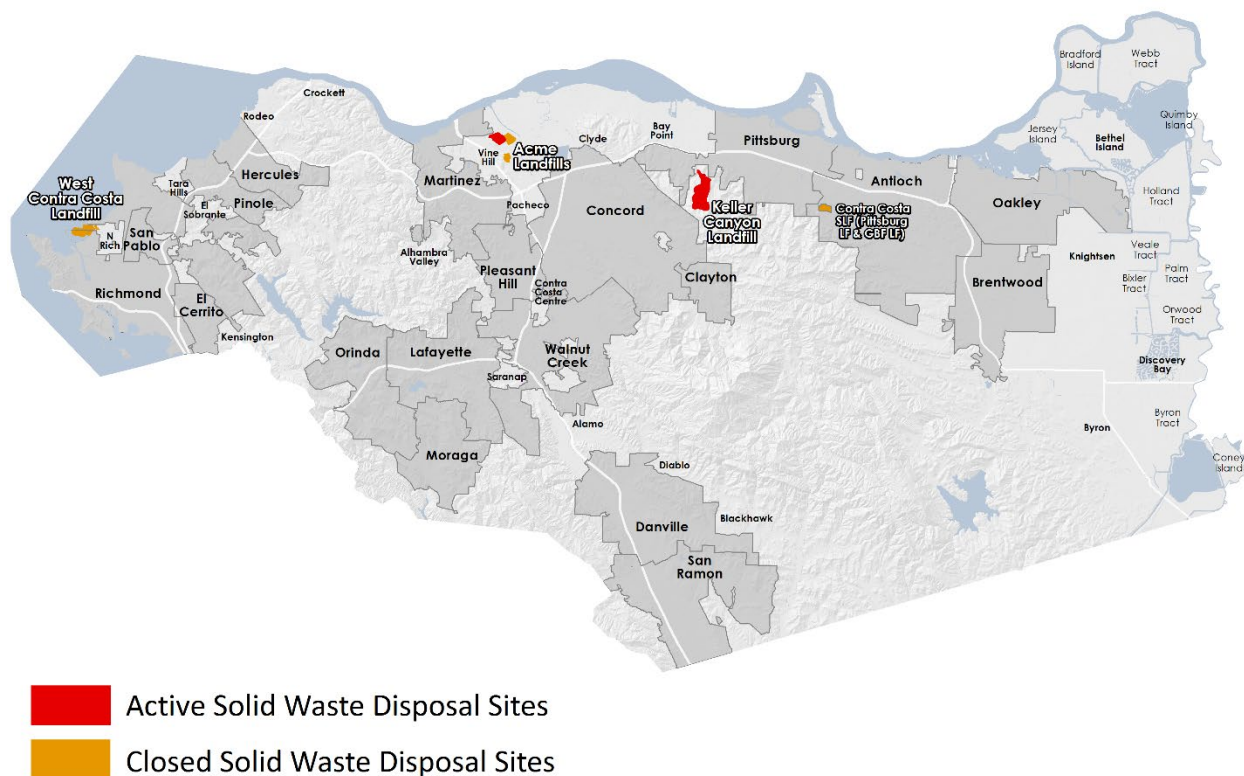
⁷⁸ Per the U.S. EPA, wood chips green vs. dry: https://www.epa.gov/sites/production/files/2016-04/documents/volume_to_weight_conversion_factors_memorandum_04192016_508fnl.pdf

⁷⁹ See footnote 52 for these values and calculation details.

Landfill Waste

As shown in Figure 25, two active landfills operate in the County.

Figure 25. Contra Costa County Active Landfills



Source: Google maps, accessed 7/25/2018

The Keller Canyon landfill (located between Concord and Pittsburg) processes approximately 2,370 tons/day,⁸⁰ while the Acme Landfill (in Martinez) processes 56 tons/day.⁸¹ In total, the study calculates these landfills process 0.79 million tons annually.⁸² In the absence of readily available data on the amount of landfill waste exported from and imported into the County, an estimate of the refuse available for incineration may be better sourced from estimates of the population's per-capita waste generation. CalRecycle estimates a 10-year average per-capita landfill disposal rate of 4.7 lbs/capita/day

⁸⁰ [Cal Recycle Annual Report, 2017, based on average rates for 2015-2017](#)

⁸¹ Ibid.

⁸² Assuming 307 and 256 days of operation per year for the Keller Canyon and Acme landfill respectively. This calculation matches closely with data provided by the County indicating that 0.77 million tons and 0.80 million tons were disposed of at these facilities in 2016 and 2017, respectively.

in California.⁸³ With a population of 1.127 million people, this equates to 1 million tons of waste disposed of annually.

With 19% moisture assumed, a 12.9 MJ/kg heating value of the fuel, 20% conversion efficiency, and 85% capacity factor,⁸⁴ this equates to a 2,300,000-2,900,000 MWh/year heating value, with 62-78 MW available.⁸⁵ Note that some proportion of the wood waste/forest slash chipped up and ground also may find its way into the County's landfills. The study did not attempt to quantify the extent to which Contra Costa County exports or imports landfill waste.

3.4.3. Technically Available Biomass Resources Summary

Table 14 summarizes the above analysis and compares total results to the latest 2008 California Energy Commission (CEC) biomass resource assessment.⁸⁶ The County, without regard to economics, air emissions, or other considerations, could generate 2.7-3.8 million MWh/year heating value from technically available biomass resources. This is double the amount found in the 2008 CEC study, despite using more conservative energy conversion assumptions (i.e., 20% vs. 30% conversion efficiency). The difference is primarily driven by higher levels of landfill use than that assumed a decade ago.

Table 14. Technically Available Biomass Contra Costa County

	MWh/year Heating Value	MW Capacity	2008 Study ^a
Agricultural ^b	120,000-240,000	3-6	4
Wood Waste ^c	105,000-420,000	4.2-17	1
Landfill Waste	2,300,000-2,900,000	62-78	39
Total Biomass Resource	2,700,000-3,800,000	71-110	44

^a Table 88, Williams Jenkins, and Kaffka. "An Assessment of Biomass Resources in California, 2007, 2010, and 2020." Table 88. California Energy Commission. December 2008. CEC-500-2013-052

^b The lower end of this range is based on assuming only 50% of crop residues are available to be incinerated, with the rest being used to replenish the soil.

^c The lower end of this range is based on assuming only 25% of wood waste would be incinerated, whereas the upper value assumes 100% would be incinerated. Alternate uses include landscaping mulch, landfill cap/fill, and home heating.

⁸³ <http://www.calrecycle.ca.gov/LGCentral/goalmeasure/disposalrate/Graphs/Disposal.htm>

⁸⁴ See footnote 52 for these values and calculation details.

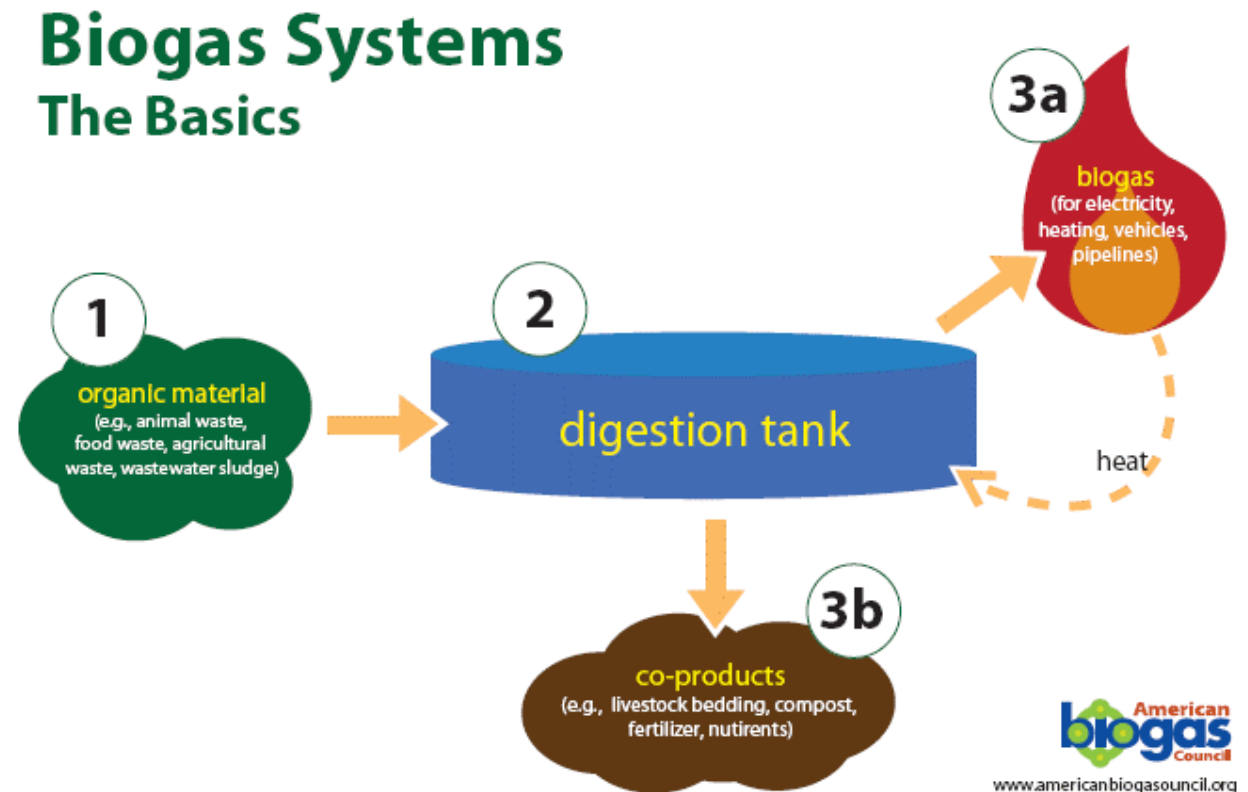
⁸⁵ If this calculation is instead done using the volume from the County's active landfills (assuming no net export of landfill waste), a slightly higher heating value and capacity is obtained, 3,830,000 MWhr/year or 103 MW at 85% capacity factor. Our results present the range between these two estimates.

⁸⁶ Williams Jenkins, and Kaffka. "An Assessment of Biomass Resources in California, 2007, 2010, and 2020", California Energy Commission, Dec 2008, CEC-500-2013-052

3.5. Biogas

As shown in Figure 26, anaerobic digestion (AD) is the primary process used for producing biogas, with the resulting methane-containing gas mixture then burned to produce electricity. AD process feedstocks include animal manure, wastewater sludge, and industrial fats, oils, and grease. In addition to these sources, landfill methane off-gassing directly produces biogas that can be burned for power. In addition to electricity uses, biogas can also be purified (removing sulfides, siloxanes, and CO₂) and compressed, and then be used as a vehicle fuel or injected directly into the natural gas grid.

Figure 26. Anaerobic Digestion Schematic



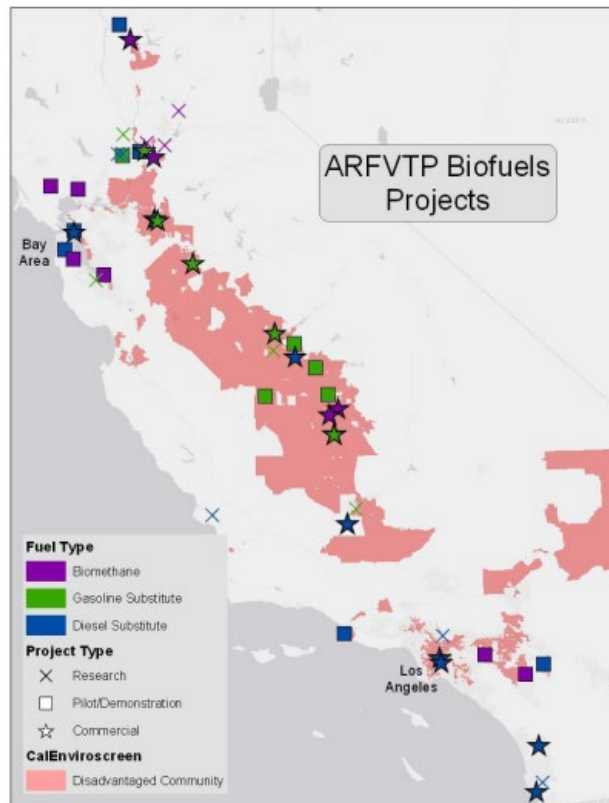
Source: https://www.americanbiogasouncil.org/biogas_what.asp

3.5.1. 2018 California Biogas Market Status

Though the biogas market remains nascent in the United States, California serves as a center of this activity. Figure 27 shows locations of current research project pilots in the biofuel/biomethane space. In addition to research, demonstration projects are being conducted in Contra Costa County. For example, Contra Costa Waste Services partners with the Food Bank of Contra Costa and Solano to increase the

volume of organic waste sent to existing anaerobic digesters, reducing landfill waste tonnage.⁸⁷ The Keller Canyon landfill also burns its off-gas methane to produce electricity.

Figure 27. Biofuel Research Projects in California



Source: Tim Olson, “California Biofuel/Biomethane Projects from Waste Residues”, CEC, USDOE workshop, June 2017, https://www.energy.gov/sites/prod/files/2017/07/f35/BETO_2017WTE-Workshop_TimOlson-CEC.pdf

3.5.2. Biogas Resources in Contra Costa County

As discussed, Contra Costa County has a wide variety of anaerobic digestion feedstocks and landfill off-gas that can potentially be used to generate electricity. The principle biogas sources include the following:

- Animal manure
- Compost
- Food waste
- Waste-water sludge

⁸⁷ Erin Voegelé, July 2018, “CalRecycle funds anaerobic digestion projects”, <http://biomassmagazine.com/articles/15432/calrecycle-funds-anaerobic-digestion-projects>

- Industrial fats, oils, and grease
- Landfill methane off-gassing

For this study to more directly compare to the above solar, wind, and biomass resource assessment, Cadmus assumed all these sources will produce biogas that can be burned to produce electricity. Contra Costa County's total greenhouse gas emissions may be more effectively reduced by using these resources to produce transportation fuels, thereby decreasing the County's mobile source emissions (rather than generating electricity). As the County considers utilization of its biogas resources, these tradeoffs should be considered.

Animal Manure

While the County supports 20,000 cattle,⁸⁸ these do not include dairy cows.⁸⁹ To economically collect manure, cattle must be located in central locations rather than spread out over 15,000 acres⁹⁰ of range and pasture land. Therefore, cattle manure is not calculated as a feasible source of biogas in the County.

Compost—Wood Waste and Other Organics, Excluding Food Waste

The West Contra Costa Sanitary Landfill (WCCSL) Compost Facility is permitted to process 1,134 tons of organic material and wood wastes per day as feedstock for composting. The facility also is permitted to accept up to an additional 196 tons of wet wastes and dusty materials per day—not to exceed 51,000 tons per year—for transfer and processing.

While compost could be burned to produce electricity, it more commonly is used to replenish soil fertility, mulch, or provide landfill cover. Therefore, the study discounts this fuel source relative to electricity generation.

Compost—Food Waste

Currently, most food waste is part of the landfill waste stream, as discussed in the biomass section. According to the 2014 CalRecycle Waste Characterization study,⁹¹ food waste comprises approximately 18% of the landfill waste stream in the State. California AB1826 requires large businesses to recycle their organic waste after 2016, depending on the amount of waste generated per week.

⁸⁸ Contra Costa County 2015 Crop Report, <http://www.cccounty.us/DocumentCenter/View/41302/CropRpt2015>

⁸⁹ 2012 census of agriculture contra costa county profile, USDA, https://www.agcensus.usda.gov/Publications/2012/Online_Resources/County_Profiles/California/cp06013.pdf

⁹⁰ Per pesticide records for 2016-2018 for the County.

⁹¹ <https://www2.calrecycle.ca.gov/WasteCharacterization/Study>

With 70% moisture assumed, a 5.2 MJ/kg heating value of the fuel,⁹² a 20% conversion efficiency, and an 85% capacity factor,⁹³ this equates to 102,833 MWh/year heating value of generation potential, or 2.8 MW.

Wastewater Treatment

Water resources in the County are apportioned by basin and water supply infrastructure and are somewhat fragmented.

Table 15 shows results from a search for water treatment plants for each of the County's water districts, conducted to assess their nominal capacity.

Table 15. Contra Costa Wastewater Treatment Facilities

Water Treatment District/Plant	Capacity (million gallons/day)	Source/Comment
East Bay Municipal Utility District		
EMBUD Wastewater Treatment Plant	320	http://www.ebmud.com/wastewater/collection-treatment/wastewater-treatment/
Central Contra Costa Water District		
Town of Discovery Bay Community Services District	4.5	https://www.todb.ca.gov/wastewater-services
Delta Diablo		
Delta Diablo WTP	19.5	https://www.deltadiablo.org/about-us/about-us
West County Wastewater District		
WCWD WTP	12.5	http://www.adaptingtorisingtides.org/wp-content/uploads/2015/12/WCounty-Wastewater-PollutionCtrlFac_PS_120315.pdf
Ironhouse Sanitary District		
Ironhouse Sanitary District WWTP	2.6	https://www.waterboards.ca.gov/rwqcb5/board_decisions/tentative_orders/0804/ironhouse/isd_wwtp_buff.pdf

⁹² Moisture content and heating value from https://www.waste360.com/mag/waste_profiles_garbage_food; Heating value is cited as 1500-3000 BTU/lb. 5.2 MJ/kg is the average of this converted to MJ/kg.

⁹³ See footnote 52 for these values and calculation details.

Water Treatment District/Plant	Capacity (million gallons/day)	Source/Comment
Central Contra Costa Sanitary District		
Central San WTP	54	https://www.centalsan.org/treatment-plant
Rodeo Sanitary District		
Rodeo WTP	1.1	http://www.contracostalafco.org/municipal_service_reviews/west_county_water_wastewater/6.0%20Rodeo%20San%20Dist%20Final.pdf
Mount View Sanitary District		
Mt. View Sanitary District WTP	3.2	http://www.contracostalafco.org/municipal_service_reviews/central_county_water_wastewater/7.0%20MVSD%20Water%20Wastewater%20Final.pdf
Crockett Community Services District		
Crockett WTP	1.8	http://www.contracostalafco.org/municipal_service_reviews/west_county_water_wastewater/5.0%20Crockett%20CSD%20Final.pdf
Byron Bethany Sanitary District		
Byron WTP	.1	https://www.waterboards.ca.gov/centralvalley/board_decisions/tentative_orders/0902/byron/byronsd_buff.pdf
Individual Cities		
Brentwood	5	https://www.brentwoodca.gov/gov/pw/sewer/default.asp
Richmond WTP	9	http://www.contracostalafco.org/municipal_service_reviews/west_county_water_wastewater/4.0%20City%20of%20Richmond%20Final.pdf
Pinhole/Hercules WTP	4	http://www.ci.pinole.ca.us/publicworks/treat_plant.html

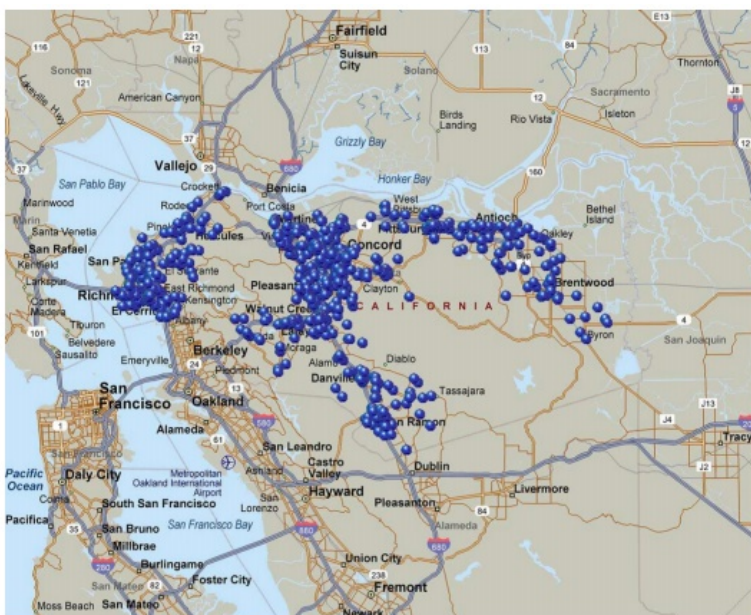
This adds up to 170 million gallons per day of wastewater treatment capacity in the County. Average actual utilization is 62% of capacity, based on a few plants in the list that publish that statistic. Using technical assumptions⁹⁴ in the 2008 California biomass resource assessment,⁹⁵ wastewater in the County contains 70,000 MWh/year heating value, or 2 MW of capacity.

Industrial Fats, Oils, and Grease

As shown in Figure 28, numerous manufacturers operate in Contra Costa County.

⁹⁴ Namely, 169 mg BOD / liter, 80% biodegradability, .36 m³ CH₄ / kgBOD, a heating value for sludge of 22.4 MJ/m³, a 20% efficiency conversion factor, and 85% capacity factor

⁹⁵ https://www.waste360.com/mag/waste_profiles_garbage_food, and footnote 52, for these values and calculation details.

Figure 28. Manufacturing Firms in Contra Costa County

Source: “Advanced Manufacturing in Contra Costa County”, June 2013, Contra Costa County Workforce Development Board, p22.

Contra Costa County’s manufacturing sector includes major manufacturing firms, such as Shell, Chevron, Phillips66, Andeavor, Dow Chemical, General Chemical Corporation, Praxair, USS POSCO, Henkel Loctite Aerospace, BEI Sensors & Systems, Giga-tronics, Bio-Rad Labs, Berkeley Process Control, MuirLab, Sun Power, and C&H Sugar, among others.⁹⁶ Given the County’s wealth of manufacturing, some sources of industrial byproducts (e.g., fats and oils) may be available to burn to produce electricity. Cadmus did not attempt to quantify the generation potential associated with burning these byproducts for two reasons. First, industrial biomass sources are very industry-specific and process-specific, and determining the resource from each industrial process was not feasible on the timeline of this study. Second, because these byproducts are in some cases sent to landfills, there is a potential for double counting the electricity generation potential.

Landfill Methane

The U.S. Environmental Protection Agency maintains a database of landfill off-gassing, which the study uses to estimate existing and potential additional landfill methane electricity generation. The database annotates existing reciprocating engines, co-generation, and micro-turbine electricity generation projects operational at the County’s active landfills, as shown in Table 16. Similarly, potential can be estimated by examining landfill waste-in-place at active and closed landfills in the County, shown in Table 17. CalRecycle provided a full list of waste processing and disposal facilities within the County, but only solid waste landfills were included in the study’s calculations for Table 17, as many other disposal sites were land application of sludge, chipping facilities, or industrial waste disposal with unknown

⁹⁶ Ibid.

suitability for methane generation. Applicable technical parameters to calculate the MWh/yr heating value and MW capacity are the same as those used above for wastewater treatment.

Table 16. Existing Contra Costa County Landfill Gas Projects^a

Landfill	Generation		Waste in Place (Tons)	MWh/yr Heating Value	MW Capacity
Acme	Cogeneration	IC engine	10,800,000	70,737	1.9
Acme LF	Microturbine	4 70kW Ingersoll-Rand microturbines	10,800,000	10,424	0.28
Acme LF	Boiler		10,800,000	0	
Keller Canyon LF	Reciprocating Engine	(2) GE Jenbacher engines	17,641,658	141,474	3.8
West Contra Costa SLF	Reciprocating Engine	(3) Waukesha engines	14,950,000	74,460	2
West Contra Costa SLF	Reciprocating Engine	Original (3) Waukesha engines (overhauled multiple times)	14,950,000	5,585	0.15
Total					8.1

^a <https://www.epa.gov/lmop/lmop-national-map>

Table 17. Theoretical Contra Costa County Landfill Gas Potential

Landfill	LFG Collected (mmscfd)	Waste in Place (Tons)	MWh/yr Heating Value	MW Capacity
West Contra Costa SLF	2.79	14,950,000	179,017	5
Acme LF	1.8	10,800,000	115,495	3
Keller Canyon LF	3.31	17,641,658	212,382	6
Contra Costa SLF	0.22	4,153,922	14,116	0.4
Total				14.4

Note that if waste is directly incinerated to generate electricity as described above in the calculation of biomass resource potential, less landfill material (waste in place) will be available to offer this capacity of methane.

3.5.3. Technically Available Biogas Resources Summary

Table 18 summarizes the above analysis, comparing the total results to the 2008 CEC study.⁹⁷ These technically available biogas resources for the County, without regards to economics or other considerations, offer 19MW of capacity.

⁹⁷ Williams Jenkins, and Kaffka. "An Assessment of Biomass Resources in California, 2007, 2010, and 2020", California Energy Commission, Dec 2008, CEC-500-2013-052

Table 18. Technically Available Biogas Contra Costa County Potential

	MWh/year Heating Value	MW Capacity	2008 Study ^a
Animal Manure	Lack of cattle concentrated collection points		
Compost	Not used to produce Electricity		
Food Waste ^b	80,000-100,000	2.4-3.0	0
Wastewater	59,500-70,000	1.7-2.0	10
Industrial Fats	Process specific, unquantified, but may be significant		
Landfill Methane Potential	408,000-520,000	11-14	14
Total Biogas Resource	550,000-690,000	15-19	24

^a Table 88 and Table 103, Williams Jenkins, and Kaffka. "An Assessment of Biomass Resources in California, 2007, 2010, and 2020", California Energy Commission, Dec 2008, CEC-500-2013-052

^b The low values in this table are 80% of the high values, reflecting uncertainty with regards to the percentage of food waste content in County landfills; variable actual usage relative to capacity of the wastewater treatment plants; and actual landfill outgassing of County landfills (the last measurement was in 2012, and these reduce over time).

3.6. Overall Summary of Resource Potential

The resources identified by this study sum to a substantial fraction of the total electricity consumption within the County. Table 19 shows the sum of estimates for each type of solar, wind, biomass, and biogas resources in Contra Costa County. While it is unlikely that the minimum or the maximum estimates are likely to be achieved in the near future, this table provides useful context as to how much could be achievable with maximum development of available resources. As described above, total electricity usage in Contra Costa County in 2016 was 9.6 million megawatt hours.⁹⁸ If the maximum technical potential was developed, this could account for 83% of total County usage (taking a more modest view of technical potential, the low, this percentage would be 50% of annual consumption).

Table 19. Contra Costa County Renewable Resource Technical Potential^a

Type		MW Capacity		Annual MWh	
		Low	High	Low	High
Solar	Rooftops	1450	2600	2,290,000	4,100,000
	Parking Lots	180	530	280,000	840,000
	Unlikely to be Developed	120	310	190,000	490,000
	Agricultural Land with Low-High Constraints	760	970	1,200,000	1,530,000
	Total Solar	2,510	4,410	3,960,000	6,960,000
Wind	Total Wind	35	35	76,700	76,700
Biomass	Agricultural	3	6	24,100	48,200
	Wood Waste	6	26	48,000	192,000
	Landfill	62	78	460,000	580,000
	Total Biomass	71	110	531,000	821,000
Biogas	Food Waste	1.5	1.8	10,000	13,200
	Waste Water	1.7	2.0	12,400	15,200
	Landfill Gas:	11	14	83,400	104,200
	Total Biogas	14	18	107,000	133,000
Grand Total		2,600	4,600	4,674,000	7,990,000

^a Includes resources located in both the unincorporated areas of the County and the cities in the County. Estimates reflect future potential and do not include current renewable generation in the County.

3.6.1. Breakout of Potential in Specific Location Types Within the County

Resource Potential in Disadvantaged Communities

In the project's next phase, the County will work with three communities within the County's unincorporated area, focusing on opportunities for community residents to benefit from renewable energy. The focus will likely be on solar and potentially on large wind, in the case of hills south and west of Bay Point. Biomass and biogas resources were not considered as potential community energy resources due to potential for increased local pollution and for odor or other nuisances.

⁹⁸ <http://ecdms.energy.ca.gov/elecbycounty.aspx>

While this report's scope does not cover research on current incentives and regulations surrounding community solar and other renewable development for disadvantaged communities, it does summarize available resources within and proximal to census tracts identified by the State of California as disadvantaged.⁹⁹

As noted, this study focuses on solar resources available. Therefore, the study categorized each source, regarding whether it was within CalEnviroScreen 3.0's top 25% of communities.¹⁰⁰

Table 20. Disadvantaged Community Solar Potential

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Rooftops	233	339	370,000	530,000
Parking Lots	40	80	60,000	130,000
Unlikely to be Developed	30	100	50,000	160,000
Agricultural Land With Relatively Low Constraints	0	0	0	0
Total Solar	303	519	480,000	820,000
Total Wind	22	22	48,000	48,000
Total Solar and Wind	325	541	528,000	868,000

County-Owned Solar Resource Potential

In addition to the solar that is already installed on County-owned buildings, there may be significant potential for solar on additional County rooftops. The County currently has eleven interconnection agreements with PG&E for new solar installations on its facilities as of summer 2018. The County provided a full list of its real property for analysis of the total solar potential.

Appendix A contains an analysis of ~350 buildings owned by the County and which may be suitable for solar. Cadmus used Google Project Sunroof to estimate solar potential for the buildings (in the exact same manner and with the same assumptions as that used in the rooftop analysis, but for a building rather than Census Tract). Rather than conduct an analysis for all 350 occupied buildings supplied by the County, the study statistically sampled buildings, large to small, with three to five samples per size category (defined roughly into 10 categories, based on statistical distribution of building square footage). Approximately one-third of the buildings are leased, hence the study assumes split incentives

⁹⁹ Some sources that should be evaluated include grant funding available through the Sustainable Communities Planning Grants and Incentive Programs, Affordable Housing and Sustainable Communities, and Weatherization Upgrades/Renewable Energy through LEAP. Additionally, the County should evaluate how MCE plans to implement programs similar to the Green Tariff Shared Renewables Program and should conduct further research to understand community renewables' feasibility and pathways within MCE territory, including learning from Solar One in Richmond.

¹⁰⁰ See <https://oehha.ca.gov/calenviroscreen/how-use> for further information on defining disadvantaged communities.

would make it more difficult to install solar on those buildings. Consequently, the report presents them separately.

Table 21. County-Owned and Leased Solar Potential

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Owned	7	11	11,100	16,700
Leased	4	5	5,600	8,400
Total	11	16	16,700	25,100

A number of these facilities can be termed “high impact” locations: libraries, community centers, and other facilities visited by the public. Solar installations at these locations could raise the profile of solar and educate the public, while potentially saving the County money on energy costs.

Additionally, as shown in the table, the 16,700 to 25,100 MWh/year that could be generated by solar on County-owned or leased rooftops could generate between 40% and 60% of the County’s annual electricity consumption, which is 42,336 MWh/year. Given that the County spends approximately \$7 million per year on electricity, investments in additional solar over time could help defray some of these costs.

MCE Eligible Solar and Wind Resource Potential

As discussed, most of the County falls within MCE’s territory, excluding the cities of Hercules, Pleasant Hill, Orinda, Clayton, Antioch, and Brentwood. For the above solar resources, categorized by census tracts, Cadmus generated a list of MCE Feed-in Tariff (FIT)-eligible resources, excluding census tracts in these cities. Of the solar types evaluated in this study, only urban land unlikely to be developed and agricultural land with least constraints were considered for the total MCE FIT-eligible resource estimate. Rooftop solar and parking lot solar was assumed not to use the FIT as they would be net metered in most cases. Notably, the amount of solar that could be sited on these sites exceeds the available FIT queue by an order of magnitude (as of this report, MCE’s FIT and FIT+ queues add up to 30 MW). All of the wind potential identified in this study is also within MCE’s territory and therefore FIT-eligible.

Table 22. MCE-Eligible Solar Resources^a in Contra Costa County

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Unlikely to be Developed	110	260	170,000	410,000
Agricultural Land with Relatively Low Constraints	760	970	1,200,000	1,530,000
Total Solar	870	1,230	1,370,000	1,940,000
Total Wind	35	35	77,000	77,000
Total Solar & Wind	905	1,265	1,447,000	2,017,000

^a The reported MCE-eligible potential in this table may slightly underestimate as some census tracts spanned multiple cities, and the study excluded any tract that included land in a nonparticipating city. This factor is not expected to significantly impact overall amounts.

NWEDI Solar Resource Potential

The Northern Waterfront Economic Development Initiative (NWEDI) covers approximately 55 miles of shoreline, stretching from Hercules to Brentwood. It contains cities and unincorporated communities, from the San Pablo Bay to the Sacramento and San Joaquin Rivers, and hosts numerous manufacturing and industrial sites. The County wishes to understand how much solar and wind potential falls within the NWEDI area; estimates have been compiled in Table 23.

Table 23. NWEDI Solar and Wind Resources in Contra Costa County^a

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Rooftops	Not measured ^b			
Parking Lots	50	140	80,000	220,000
Unlikely to be Developed	110	260	170,000	410,000
Agricultural Land with Relatively Low Constraints	0	0	0	0
Total Solar	160	400	250,000	630,000
Total Wind	35	35	77,000	77,000

^a This table includes resources located both in the cities and the unincorporated communities within NWEDI.

^b Rooftop solar is estimated by Census Tract elsewhere in this report. However, since NWEDI does not strictly follow Census Tract boundaries, an estimate of rooftop potential within this area is not broken out from the total. It is worth noting that this district contains a significant amount of large industrial rooftops, which are likely suitable for large rooftop installations.

3.6.2. Development Challenges and Success Factors

When viewing the summary of total technical resource potential shown above, readers should bear in mind that these estimates do not produce guidance regarding the amount of renewable resource development actually achievable on a short-, medium-, or long-term time horizon. The resource amount actually developed is a function of key success factors and barriers. Success factors include availability of significant quantities of land with low competing uses and low financial value, proximity to transmission, and the quality of the underlying renewable resource (e.g., solar irradiation, wind speed).

Numerous market, technical, and economic barriers will make it difficult to develop much of the technical potential estimated above:

- The best time to add solar is when a roof is replaced, but this can exacerbate homeowner cash flow difficulties, as it adds the cost of solar to the cost of the roof. This timing also may slow retrofitting of rooftops with PV systems.
- Approximately seventy-five percent of homeowners do not have rooftops facing south.
- Split incentives in the residential building stock. When renting buildings to tenants, if the landlord adds a solar array to the building, the tenant typically receives the benefit of reduced electricity costs. Therefore, building owners usually do not add solar to their buildings, or they only add enough to cover common area usage.

- Split incentives in commercial real estate. Similar to the residential split incentive, most businesses rent their facilities, and real estate owners may be slower to install solar due to the increased difficulty in capturing the savings.
- Interest rates may rise in the future, impacting the availability and affordability of financing.
- International trade policy may increase solar costs, as recent tariffs have done.
- Large wind projects face acute siting challenges due to the large geographic areas required and due to concerns regarding aesthetics, noise, and bird fatalities.
- Biomass projects struggle to economically compete with solar, wind, and conventional energy sources, and air emissions are a negative factor.
- Biogas projects are at too small a scale to be broadly cost-competitive.
- California utilities are struggling to address the “duck curve,” described in the California context section above. As solar penetration levels rise, this challenge will become increasingly significant. In Hawaii, the utility banned further solar installations unless energy storage was installed concurrently. Further solar penetration in Contra Costa County therefore may be limited by economics and the availability of energy storage or other techniques that can mitigate solar’s variable generation profile.

In addition to the broad national- and state-level barriers, local barriers impact renewable development and soft costs:

- The cost (in time and money) of land acquisition, permitting, resource verification, environmental impact studies, transmission studies, and attaining local approvals.
- “Not in my backyard” resistance to renewables.
- Transmission and distribution capacity.
- Zoning barriers.

Of the above barriers, zoning and permitting fall most substantially within the County’s control. The next section discusses possible approaches the County could take to reduce zoning and permitting barriers, project delays, and “soft costs” of renewables.

4. Zoning Options

Given the resources identified in the technical potential assessment, the zoning best practices assessment's key priority was to evaluate available options to update zoning to facilitate appropriate development of these resources, while remaining mindful of long-term planning considerations and potential tradeoffs. As a relatively urban county with a significant population, significant commercial activity, and significant land constraints, developing local large-scale renewables that can serve a large proportion of the County's load is an inherently more difficult task than in a more rural, less populous county. Therefore, policy best practices that facilitate development of more limited available resources is of heightened importance, presuming the County desires to contribute what it can towards realization of California's renewables and climate goals. This chapter describes policies implemented in peer counties, policies considered statewide, and national best practices, and it discusses potential benefits and tradeoffs associated with each of these options.

4.1. General Methodology

Cadmus researched and reviewed a variety of sources and presented these to County staff and stakeholders for discussion of such best practices that could apply in the County's unique context. Sources included best practices from technical industry experts and reports, California statewide office research reports, and actual zoning policy and municipal ordinances from neighboring and similar California counties (peer counties). A particular emphasis was placed on identifying policies in place in peer counties as many of them face similar challenges from strong population growth and development pressures, increasing concerns about habitat preservation, and increasing risks from loss of farmland and open space resources. Many of these counties also have set ambitious renewable energy development goals.

The methodology was implemented as follows:

- The project team, including County staff and the consultant, identified potential comparable counties. These included Alameda, Marin, Sonoma, Solano, and San Joaquin. Initial research reviewed their ordinances, general plans, energy plans, climate action plans, and other public documents addressing renewable energy development.
- At the July 2018 stakeholder meeting, initial findings were presented to stakeholders, including representatives from cities in the County, County departments, environmental groups, renewable energy developers, Sustainability Commission members, and other interested parties. These stakeholders suggested additional counties for review and suggested examining policy language and outcomes in terms of actual renewable resource development in each county. In addition to these suggestions, stakeholders made numerous suggestions about policy types that the County should and should not adopt.
- Following the July stakeholder meeting, further research was conducted, and results from the technical potential analysis became available. Zoning policies addressed below are presented as options rather than recommendations as the level of ambition for renewable energy

development and the amount of acceptable tradeoff have yet to be determined, and these serve as critical inputs to developing recommendations.

4.2. *Which Counties Have Had the Most Success Developing Renewables?*

Responsive to stakeholder feedback from the July meeting, the team evaluated the amount of renewables developed county-by-county in California, using data from CEC.¹⁰¹ However, apples to apples comparisons of each California county's relative success in renewable resource development proved difficult to evaluate due to the unique nature of each county's available land and development patterns.

By land mass, Contra Costa County is the eighth-smallest county in the state, containing only ~0.5% of the state's land area,¹⁰² yet it has the ninth-largest population of California's 58 counties. For three reasons, higher population density works against the goal of sourcing higher percentages of energy consumption from local renewable generation:

1. The total load to serve is proportional to the county's population and economic activity.
2. Available land for renewable resource development is scarcer.
3. The value of available land in counties with higher population densities will, on average, likely be higher than the value of land in less densely populated counties.

Several of California's most populous counties are less urban than one might assume; as such, they offer more opportunities to use rural land in developing large renewable resources. For instance, Los Angeles County has the second-most solar capacity of any county in the state and the fifth-most renewable capacity, despite having a population three times as large as the next most populous county. One reason that Los Angeles County can host so much large-scale solar and other renewables is the county actually contains a substantial amount of less-developed land to the north of the mountain range bounding the LA basin, where several very large solar projects are sited.¹⁰³ Similarly, San Bernardino and Riverside Counties include urban areas on their western edge (in the Los Angeles metro area), but span vast expanses of open land all the way to California's eastern border.

As shown in Table 24, Contra Costa has the fourth-most installed capacity from renewables (when including only resource types within this study—specifically, those that are RPS-eligible), compared to its neighbors in the nine-county Bay Area and San Joaquin County, which staff identified as another peer county to assess. In terms of solar development, Contra Costa County has **the most PV capacity of any of these counties**, narrowly exceeding Santa Clara County. The numbers provided in Table 24 must be

¹⁰¹ December 2017 Tracking Progress report:

http://www.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

¹⁰² <http://www.counties.org/pod/square-mileage-county>

¹⁰³ http://www.energy.ca.gov/maps/renewable/renewable_development.html

interpreted cautiously as several exclusion factors exist in the CEC's methodology for estimating renewable capacity. For instance, in the Altamont Pass region, Contra Costa County has two large wind projects totaling 116 MW (Vasco Winds, at 78.2 MW, and Buena Vista at 38 MW). The County has also permitted the Tres Vaqueros wind project, which will be 43.7 MW when fully constructed.

Table 24. Existing Renewable Capacity in Nine-County Bay Area Counties, Plus San Joaquin County^a
(Sorted by Total Installed Capacity of Renewables)

County	Biomass MW	Solar MW	Wind MW	Total Bioenergy, Solar, and Wind MW (only the renewable technologies studied for this report)	Population
Solano	10	18	1,035	1,063	445,458
Alameda	24	15	182	221	1,663,190
San Joaquin	82	10	4	96	745,424
Contra Costa	7	31	38 ^b	76	1,147,439
Santa Clara	3	30		33	1,938,153
Sonoma	8	14		22	504,217
San Francisco	2	14		16	884,363
San Mateo	11			11	771,410
Marin	4	3		7	260,955
Napa	1	2		3	140,973

^a Data from December 2017 Tracking Progress report (CEC):

http://www.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

^b Note that this undercounts the total installed wind in the County, most likely because the output of some of the County's wind projects is likely being purchased by entities that are retiring the Renewable Energy Credits (RECs) without directly being counted toward a compliance obligation.

The top five counties for biomass, solar, and wind electricity generation in the state break down as follows:

- Biomass: Los Angeles, Shasta, Kern, Orange, and San Joaquin
- Solar: Kern, Riverside, Imperial, Kings, and Tulare
- Wind: Kern, Solano, Riverside, Imperial, and Alameda

As noted, many counties outside of the Bay Area may have more options for renewables siting due to their significantly larger geographic size and smaller populations. The following sections summarize options uncovered through examinations of these counties and of other sources related to each energy type.

4.3. Rooftop Solar

4.3.1. Do the County's Planning and Zoning Policies Facilitate Appropriate Development Rooftop Solar in Contra Costa County?

Per guidance from the State of California's legislation AB2188 and Section 65850.5, Contra Costa County already allows small standard rooftop installations by right. This means zoning does not tend to pose barriers to development of rooftop solar. Several nationally recognized best practices have been adopted, such as the following:

- Offering an online submission process for streamlined solar permits (Section 65850.5)
- Administratively approving applications for rooftop solar energy systems through a building permit or similar nondiscretionary permit
- Not requiring design review and aesthetic considerations to be met, and capping permit fees (in compliance with CA SB1222)

Contra Costa County currently approves approximately 1,500 rooftop solar systems per year. Furthermore, the County has earned a Bronze designation from the U.S. Department of Energy's SolSmart program, which recognizes communities' actions to reduce solar soft costs and barriers and their actions to advance their local solar markets.¹⁰⁴

4.3.2. Actions for Consideration

1. The County could convene a group of cities within its boundaries for regional coordination, including sharing experience with best practices on permitting and inspections.
2. The County could work with U.S. Department of Energy (e.g., SolSmart) and other technical assistance programs to further streamline local processes, implement new market development initiatives, and make it easier for homeowners and businesses to go solar.
3. For new construction not subject to 2019's solar requirement for low-rise residential buildings, the County could offer development incentives to encourage incorporation of solar PV in new buildings. Such measures could include density or height bonuses (as implemented in Portsmouth, Virginia)¹⁰⁵ or expedited permitting of development (as implemented in San Diego).¹⁰⁶ Watsonville, California reduces or waives its Carbon Impact

¹⁰⁴ www.solsmart.org

¹⁰⁵ <https://www.planning.org/pas/infopackets/eip30.htm>

¹⁰⁶ <https://www.sandiego.gov/development-services/industry/incentive/sustainable>

Fee for buildings that install renewable energy covering 40% or 80% of their annual load, respectively.¹⁰⁷

4. For new subdivisions, the County could provide guidance and/or incentives for orienting structures through subdivision regulations (e.g., orienting lots to maximize the amount of south-facing roof space). Numerous municipalities around the country have provided this guidance, including the Twin Cities, Minnesota,¹⁰⁸ and the Cincinnati, Ohio, region.¹⁰⁹ Incentives that provide more density points for solar orientation and/or solar installation have been awarded in Pullman, Washington.¹¹⁰
5. While not strictly a planning and zoning measure, the County could install solar on its most publicly visible County-owned facilities, such as fire stations, libraries, community centers, courthouses, and other facilities visited by the public.
6. Outside of the planning and zoning realm, another opportunity would be working with local lenders to reduce financing costs for solar via loan-loss reserves, credit enhancement, or other provisions (Connecticut Green Bank and other organizations have developed successful models in this regard).¹¹¹
7. Address split incentive barriers via green leases¹¹² or other strategies.

¹⁰⁷ While Contra Costa County does not have a Carbon Impact Fee, this is included as an example of a progressive approach to mitigating the emissions effects of new development.

<https://www.cityofwatsonville.org/DocumentCenter/View/198/Frequently-Asked-Questions-About-the-Carbon-Fund-Ordinance-PDF>

¹⁰⁸ <http://mn.gov/commerce-stat/pdfs/solar-ready-building.pdf>

¹⁰⁹ https://www.solsmart.org/media/OKI_RooftopSolarReadyConstructionGuidelines.pdf

¹¹⁰ https://planning-org-uploaded-media.s3.amazonaws.com/legacy_resources/research/solar/briefingpapers/pdf/localdevelopmentregulations.pdf#page=2

¹¹¹ https://www.ctgreenbank.com/wp-content/uploads/2015/11/CGB_FY15_and_FY16_Comprehensive_Plan.pdf

¹¹² Green leases are leases that realign cost structures such that landlords have incentive to invest in efficiency and/or renewable energy on their property. Under conventional leases, if the tenant pays for their own utilities, the landlord cannot recoup the investment in reducing utility costs. For instance, Brixmor Property Group has implemented green leases in California that stipulate that when the landlord installs renewable energy systems, the tenants are required to purchase electricity from the landlord (<https://www.imt.org/wp-content/uploads/2018/08/Green-Lease-Leaders-Using-the-Lease-to-Drive-Innovation-and-Clean-Energy.pdf>).

4.4. Ground-Mounted Solar

4.4.1. Do the County's Planning and Zoning Policies Facilitate Appropriate Development of Ground-Mounted Solar in Contra Costa County?

As shown in Table 25, Contra Costa County has a greater installed capacity of non-net-metered solar than the other nine Bay Area counties. Many counties in other parts of California have installed orders of magnitude more solar than Contra Costa, although many of these counties also have significantly larger quantities of undeveloped and lower constraint land available than Contra Costa has.

Until late 2017, the County did not have an ordinance that allowed commercial solar resources where the energy produced would be sold to an off-site purchaser. At that time, the County amended its General Plan and the Ordinance Code Chapters 84-54 and 84-58, allowing commercial/ distribution-scale solar in General Commercial, Light Industrial, and Heavy Industrial zoning districts, subject to land-use permits. Currently, it is too early to determine what effects this will have on the County's overall solar development rate, although County staff cited an increasing frequency of solar developer queries in such areas as a rationale for text amendments.¹¹³ Industrial lands eligible for commercial ground mounted solar (subject to a land-use permit) are concentrated in the Northern Waterfront and North Richmond.¹¹⁴

Notwithstanding the 2017 General Plan Amendment, the majority of the County's unincorporated land acreage falls within zones where ground-mounted solar is not a permitted use, and solar developers often prefer to evaluate sites on farmland of marginal value as these may offer lower site preparation, acquisition, and mitigation costs. Therefore, a more permissive approach to solar permitting outside of the Urban Limit Line would likely result in more solar project applications, though accompanied by the potential tradeoffs described below.

Table 25. Existing Renewable Energy Generation Capacity by County for Bay Area Counties, Sorted by Quantity of Solar^a

County	Biomass MW	Solar MW	Wind MW	Total MW Bioenergy, Solar, and Wind	Population	Solar per 100,000 People (MW)
Contra Costa	7	31	38	76	1,147,439	2.7
Santa Clara	3	30		33	1,938,153	1.5
Solano	10	18	1,035	1,063	445,458	4.0
Alameda	24	15	182	221	1,663,190	0.9
San Francisco	2	14		16	884,363	1.6
Sonoma	8	14		22	504,217	2.8
San Joaquin	82	10	4	96	745,424	1.3

¹¹³ "DCD Staff Report: General Plan and Ordinance Code Amendments to Allow Commercial/Distribution-Scale Solar Energy Projects in Certain Commercial and Industrial Areas." November 8, 2017.

¹¹⁴ Ibid.

Marin	4	3		7	260,955	1.1
Napa	1	2		3	140,973	1.4
San Mateo	11			11	771,410	0.0

^a Data from December 2017 Tracking Progress report (CEC):

http://www.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

4.4.2. Planning Considerations for Ground-Mounted Solar

Large, ground-mounted solar requires careful consideration due to the significant amount of land required for its development. However, significant benefits are associated with developing planning policies that facilitate its installation. Some of these benefits include rapid development (a small number of projects can have a large impact on overall renewable penetration) and significant economies of scale associated with large, ground-mounted projects. A ground-mounted installation using less than 10 acres of land can produce the same amount of energy as hundreds of individual residential rooftop arrays. Economies of scale can lead to costs as low as one-half of rooftop installations' costs, according to a recent Brattle Group study.¹¹⁵ Parking lot solar offers additional side benefits, such as providing shade to keep parked cars cooler on hot days.

On the other hand, ground-mounted and parking lot solar present significant planning considerations. Zoning should account for potential land-use impacts, including loss of productive farmland, loss of habitat, conflict with planned new roadways and infrastructure, and conflict with economic development, job creation, and other uses, in addition to impacts on scenic viewsheds and rural community character/aesthetics.

As described in the methodology for the County's resource potential quantification, this study took each of these considerations into account. Some planners go further concerning the potential impacts of solar arrays on storm water runoff, erosion, and hydrology, since rainwater falling on panels is channeled to the drip line below a panel's lowest edge. NREL's guidance concludes that, if vegetated land lies beneath the solar panels, solar farms should not be considered impervious surfaces and, as such, should not be subject to lot coverage restrictions.¹¹⁶

California has well-explored frameworks for identifying least-conflict land for solar development. Two particularly relevant studies are the UC Berkeley School of Law's *Identifying Least-Conflict Solar PV Development in California's San Joaquin Valley* and the California County Planning Directors' Association's (CCPDA) *Solar Energy Facility Permit Streamlining Guide*. The former used an extensive stakeholder process to identify least-conflict sites, arriving at an estimate of approximately 5% of the

¹¹⁵ <http://www.brattle.com/news-and-knowledge/news/study-by-brattle-economists-quantifies-the-benefits-of-utility-scale-solar-pv>

¹¹⁶ NREL Zoning for Solar 10-3-17, SolSmart program presentation.

study area containing non-controversial land for PV development; if entirely developed, this could generate enough electricity to power as many as 23 million California homes.¹¹⁷

The CCPDA study outlines the many considerations that counties should account for when assessing the suitability of large-scale solar on specific lands under their jurisdiction. It developed a tiered framework that counties can customize for their own planning priorities and constraints. Though a full description of the CCPDA document's guidelines falls beyond this current discussion's scope, the clear, organized framework provided has influenced several California counties in developing their ordinance language.

¹¹⁷ <https://www.law.berkeley.edu/research/clee/research/climate/solar-pv-in-the-sjv/>

4.4.3. Options to Facilitate Appropriate Solar Development Through Planning and Zoning Action

As discussed, planning and zoning actions could possibly have significant impacts on ground-mounted solar development within the County. A review of the zoning codes, general plans, and other planning documents of neighboring counties resulted in identifying several policy options for implementation, as described in Table 26.

Table 26. Range of Planning and Zoning Options for Ground-Mounted and Parking Lot Solar

Category	More Protective of Uses in Potential Conflict with Solar (and Example County)	More Permissive/Encouraging of Solar (and Example County)
Geographies allowed	Only allowed in defined zones (many counties)	Allowed except in certain zones (e.g., mapped Important Farmlands) (Sonoma County)
Permit requirements	Accessory ground mount: <ul style="list-style-type: none"> Accessory ground-mounted solar is not defined or permitted in code (Alameda County) 	Accessory ground mount: <ul style="list-style-type: none"> Administrative permit for almost any district as long as <15% of the parcel, up to 10 acres (CCPDA model ordinance)
	Primary ground mount: <ul style="list-style-type: none"> Not allowed on agricultural land (Solano County) 	Primary ground mount: <ul style="list-style-type: none"> Minor solar (up to eight acres) is subject to architecture and site approval (and sometimes a use permit) in specified farmlands (Santa Clara County)
Other required studies	Glare study required and proof of no glare directed at occupied structures, recreation areas, roads, and airport flight paths (Sonoma County)	Glare study not required, except if required by FAA (NREL best practice)
Goals	None	Solar goal for deployment on a percentage of commercial buildings, industrial buildings, and parking lots (Alameda County)
Requirement to install renewable energy	None	New commercial parking lots with over 200 spaces required to mitigate heat gain through shade trees, solar arrays, or cool pavement (Alameda County)
Actions to directly facilitate renewable development	None	Regional collaboration with the utility to identify locations where interconnection would not trigger extensive upgrades (Philadelphia)
		County-led technical assistance and coordination between property owners and solar developers (Alameda County)
		Work with local lenders to reduce the financing costs for community-shared solar via loan-loss reserves, credit enhancement, or other provisions

4.4.4. Actions for Consideration

To meet the County's renewable goals, it is desirable to take actions that can accelerate the development of solar on land with few competing land uses and not serving some other function in the public interest. For example, certain sites present constraints that preclude using the site for real estate development (or are generally hard to develop). If these sites do not serve or could not serve some other function, they could be considered prime candidates for solar or other energy resources. The County has identified "urban land unlikely to be developed" and parking lot areas suitable for solar, as described in this report's technical resource potential component.

The actions described below can be categorized as accelerating development of these sites for solar and enabling development of ground-mounted solar in other locations. While this report has focused on zoning actions, this section presents a broader set of tools, given the many advantages of (and few drawbacks to) accelerating development of solar on parking lots and "urban land unlikely to be developed." Such tools include targets/mandates, financial arrangements, and facilitating development of County-owned sites.

Accelerating Development of Parking Lot Arrays and Arrays on "Urban Land Unlikely to be Developed"

1. **Mandates.** Similar to Alameda County, the County could consider requiring solar installations on all new parking lots with a square footage above a certain size threshold. The County also could set a goal for installation of solar shade structures on a certain percentage of its existing parking lots. Providing shade also helps counter heat island effects and, depending on the type of solar structure installed, the solar electricity generated can be used to charge electric cars. Impacts would have to be considered on the cost structure for commercial property developers, but the value generated by parking lot PV might mitigate incremental costs through net metering arrangements, as long as tenant leases captured the value.
2. **Tax policy.** For solar arrays with property tax assessments within the County's jurisdiction,¹¹⁸ consider measures to reduce tax burdens. In California, incremental increases in property values associated with construction of a solar array are exempt from property taxes; this exemption applies to large-scale projects assessed locally.¹¹⁹ To favorably affect solar project economics on these sites, the County would need to determine whether it could reduce the property tax assessed on the underlying property for sites used for solar arrays exclusively. Furthermore, the County could consider exempting battery storage located at

¹¹⁸ Certain solar systems may be centrally assessed by the State of California, depending on their size and other attributes. <https://www.stoel.com/legal-insights/special-reports/the-law-of-solar/tax-issues>

¹¹⁹ <http://www.nortonrosefulbright.com/knowledge/publications/151031/california>

commercial solar locations from property tax, as it is not included in the aforementioned legislation that exempts solar systems from property tax assessments.¹²⁰

3. **Offering County-owned land.** Lease County-owned land to renewable energy developers at a lease rate that would enable project development. The County also could serve as the off-taker for electricity generated and could even agree to above-market PPA rates for the electricity, provided the developer used sites that the County deemed preferable for solar development.
4. **Coordinated studies.** Consider using identified least-constraint solar areas (e.g., parking lots, urban land unlikely to be developed) to convene potential solar developers and PG&E, and could conduct area-wide interconnection studies to reduce timelines and costs for each prospective developer (compared to approaching PG&E in an uncoordinated manner).
5. **Work with MCE and other potential partners to explore incentives.** The County could consider a collaboration to explore whether it would be possible to preferentially encourage the development of solar on parking lots or urban land unlikely to be developed for other uses through potential future versions of the MCE FIT program. Several completed projects within MCE's service area provide instructive examples for utilizing these types of locations, including MCE's Solar One (built on a remediated brownfield); Novato's Cooley Quarry (built in a closed quarry), and Oakley's RV and Boat Storage (a solar carport).
6. **Consider expedited permitting in limited cases.** Consider whether to further refine zoning policies in industrial and commercial areas to enable certain solar projects in areas with little other potential use and little or no impacts to be constructed without a land use permit. An important consideration is whether such areas are likely to support job-rich alternative uses or other economic development priorities.
7. **Consider developing a commercial-scale solar guidebook** that would educate potential developers about where systems can be permitted, the permitting process, the agencies involved, and other project development advice.

Enabling Development of Ground-Mounted Solar in Other Locations

1. Amend the zoning code and General Plan to **define specified additional areas where commercial ground-mounted solar may apply for a land use permit.** This change would establish that primary-use solar may be allowed in certain Contra Costa County zoning districts, while still providing flexibility for the County to address the desirability of each proposed solar farm, based on its own merits and tradeoffs. In the development of the additional areas where ground-mounted solar may apply for a permit, the County could take into consideration the extensive analysis of potentially conflicting uses and values of the land that was performed for this study. Some of these factors vary not only between parcels

¹²⁰ <https://www.law.berkeley.edu/wp-content/uploads/2018/11/New-Solar-Landscape-November-2018.pdf>

but also within parcels (e.g., agricultural parcels that contain soils of varying soil classifications and qualities). The County could use judgment to adapt the boundaries of the areas where commercial solar would be allowed to align with parcel boundaries as opposed to soil quality boundaries.

2. **Continue to update and revise the opportunity and constraints analysis** for solar in rural areas as additional data and technologies become available.
3. **Consider methods to deal with emerging co-location opportunities** (such as “agrophotovoltaics,” described above).
4. **Include requirements for developers to hold monetary reserves** for end-of-useful-life decommissioning.
5. **Consider identifying and implementing strategies to streamline permitting**, such as an umbrella approach to complying with the California Environmental Quality Act (CEQA), mitigation, and/or other permitting needs. As noted in the November 2018 report, *A New Solar Landscape*¹²¹, by UCLA and UC Berkeley Schools of Law, this could be done by including specific guidelines on commercial solar within a General Plan and/or zoning code and by developing a programmatic Environmental Impact Report (EIR) that covers the impact of commercial solar under the conditions specified by the General Plan. If these steps were taken, solar developers could reduce the length and complexity of their project-specific EIRs, only needing to address unique elements specific to the project in question. The analysis of Contra Costa County agricultural lands with least constraints could form the basis of the development of guidelines for where commercial solar developers can apply for land use permits. If these guidelines are integrated into County land use policies and if the potential environmental impacts were analyzed in a programmatic EIR, future commercial solar projects could proceed with lower costs, litigation risk, and risks of delay, so long as they follow the County’s prescribed process and adhere to the parameters analyzed in the EIR. It should be noted that this approach will have significant costs, and it may be worth assessing the number of solar projects that are likely to benefit from this in determining whether to undertake this action. It may also be worth assessing options for recouping these costs. Further legal guidance should also be obtained to implement this policy option appropriately.
6. **Consider developing a commercial-scale solar guidebook** that would educate potential developers about where systems can be permitted, the permitting process, the agencies involved, and other project development advice.
7. **Develop job training programs** to enable local workers to benefit from local development of renewable technologies. These job training programs could facilitate the hiring of local labor for projects, and the MCE Solar One project in Richmond provides precedent for utilizing local labor.

¹²¹ <https://www.law.berkeley.edu/research/clee/research/climate/renewable-energy/new-solar-landscape/>

8. **Consider sales tax and/or community benefit approaches to securing revenue and/or power that supports affected local communities.** As noted by the report *A New Solar Landscape*, solar generation provides environmental and cost-saving benefits both globally and statewide, but local communities do not always experience direct benefits if agreements are not negotiated with developers. Such agreements could include using local labor and providing job training (as described above), selling electricity to local customers/providing electricity cost savings, committing to aesthetic improvements, and more. In some cases, these community benefit programs are financial contributions through impact fees. As noted by John Gioia of the Contra Costa County Board of Supervisors, “Demonstrating public benefits upfront will engender trust from the beginning. It builds a larger stakeholder support group.” The increased public support that may be obtained through such efforts may outweigh the cost of the community benefit program to prospective solar developers. This approach could be beneficial both for solar in rural areas and for solar on urban land unlikely to be developed. More discussion is provided in UCLA and UC Berkeley’s report.¹²²

4.5. Large-Scale Wind

4.5.1. Do the County’s Planning and Zoning Policies Facilitate Appropriate Development of Large-Scale Wind in Contra Costa County?

Contra Costa County has roughly one-third of the 576 MW of large-scale wind in Altamont Pass¹²³, shared with Alameda County on its southeastern border, creating one of the larger wind farms in California, as noted in Table 27. The County’s current zoning ordinance (Chapter 88-3) allows commercial wind on agricultural districts, subject to a land use permit and dimensional and noise considerations. The large-scale wind zoning code has not been updated since the 1980s, and the County has not seen applications for large-scale wind projects in recent years, likely due to the limited additional areas within the County that have sufficient undeveloped land area and sufficient average wind speed. Therefore, it appears that the zoning ordinance is not presenting a direct barrier to additional development.

¹²² Ibid.

¹²³ Note, not all of this wind resource is tracked under the CEC’s Tracking Progress report, which is used to track renewables used for RPS compliance. As such, this value represents the whole wind resource size and will not match Table 24 and Table 25.

Table 27. California Large Scale Wind Farms^a

Wind Farm	County	Capacity (MW)
Altamont Pass Wind Farm	Alameda County/Contra Costa County	576
Alta Wind Energy Center	Kern County	1,500
Ocotillo Wind Energy Project	Imperial County	320
San Geronio Pass Wind Farm	Riverside County	620
Shiloh Wind Project	Solano County	500
Tehachapi Pass Wind Farm	Kern County	700
Tule Wind Energy Project	San Diego County	130

^a <https://www.windpowerengineering.com/wind-project-map/>

4.5.2. Planning Considerations for Large-Scale Wind

Similar to large-scale solar, large-scale wind requires careful consideration due to large amounts of land required. It offers, however, many benefits:

- Offering one of the least-costly reliable sources of low-emissions renewable power in the United States
- Generating power at night when solar is unavailable
- Providing a domestic source of energy
- Using only a fraction of the land, allowing farming or ranching to occur, and providing landowners with additional income
- Not consuming water

Wind project impacts addressed through zoning include noise considerations, flicker/glare, electromagnetic interference, aesthetics, safety setback in case of blade throw or tower toppling, and provisions for plant decommissioning. Despite relatively low blade speeds, turbines can produce sound as loud as a lawnmower (105 dbA) right at the turbine, with sound levels dropping to be as loud as a refrigerator (40 dbA) one-fifth of a mile away.¹²⁴ As spinning blades can produce flicker or glare and electromagnetic interference, they generally are not sited near airport operations. The increased modern turbine height (330 feet) is as tall as a football field's length, and can be seen from far away, leading to aesthetics concerns. Though rare, turbine blades can fail, and wind turbines may be subject to earthquakes in the Bay Area. Wind turbine foundations can extend deep into the earth, and turbines generally weigh over 150 tons; therefore, proper disposal and decommissioning costs must be provided once the turbine exceeds its lifetime.

¹²⁴ Tom Kellner

4.5.3. Options to Facilitate Appropriate Wind Development through Planning and Zoning Action

Table 28. Options for Planning and Zoning Action for Large-Scale Wind

Category	More Protective of Uses in Potential Conflict with Wind (and Example County)	More Permissive/Encouraging of Wind (and Example County)
Permit requirements (electromagnetic interference)	Shall be filtered or shielded to prevent RFI or will use other mitigation (braking and overspeed controls) (Solano)	None
Geographies allowed	Agriculture zones (many counties)	Agriculture, Industrial, Natural Resource, Estate, Minimal Agriculture, or Recreation Forestry zones, with a minimum size of 20 acres (Kern)
Dimensional requirements: Setbacks	3X height (Contra Costa)	1.25X height (Kern, Solano); the CEC recommends that counties consider reducing throw setbacks as turbine blade velocities have decreased since the 1980s ^a
Noise	45/50 dba (residential/other) at existing buildings (Kern)	60/65 dba (residential/other) at property line (Contra Costa)
Other department jurisdictions	N/A (large-scale projects always require environmental reviews, structural and electrical engineering reviews, transmission studies, and more)	
Actions to directly facilitate renewable development		Kern and Solano have integrated economic development, planning, and climate action plans

^a <http://www.energy.ca.gov/2005publications/CEC-500-2005-184/CEC-500-2005-184.PDF>

4.5.4. Actions for County Consideration

1. **Consider reducing setbacks** to 1.25–1.5 times height rather than the current 3 times height, reflecting technology changes since the 1980s, per the CEC recommendation above.
2. **Assess whether decommissioning defaults have presented problems** (current County zoning language requires a financial surety guarantee and a reclamation plan). Other counties require decommissioning plans and escrow accounts similar to Contra Costa.
3. **The County could conduct anticipatory planning** to guide developers to focus on certain more viable locations.¹²⁵ These actions could include (1) working with PG&E to understand transmission constraints in areas with high wind resources; and (2) compiling information

¹²⁵ As recommended by National Academies Press. [Environmental Impacts of Wind-Energy Projects](#). 2007.

about bird and bat habitats, migratory routes, and other environmental impacts likely to arise during CEQA environmental studies.

4. Convene PG&E, MCE, the industry, developers, and investors to assess whether these are areas of interest; and, if warranted, conduct transmission and environmental impact studies for all areas simultaneously, reducing overall costs and accelerating development.

4.6. Small-Scale Wind

4.6.1. Do the County's Planning and Zoning Policies Facilitate Small-Scale Wind Development?

Though few small-scale wind projects have been built in the County, current codes echo other counties' small wind ordinances. Given that small wind project economics are less favorable than other net metering projects, few systems have been proposed or installed in the County. Contra Costa County's code (Chapter 88-3) contains a provision for granting building permits for small wind (i.e., turbines with a capacity less than 50 kW), but this has been little used.¹²⁶ Therefore, financial viability considerations likely present the strongest current impediments to small wind.

4.6.2. Planning Considerations for Small-Scale Wind

Though small-scale wind planning considerations are the same as those for large wind, aesthetics and noise considerations occur more prevalently as these installations are likely nearer to or in residential zones.

4.6.3. Options to Facilitate Small-Scale Wind Through Planning and Zoning Action

Table 29. Options for Planning and Zoning Action for Small-Scale Wind

Category	More Protective of Uses in Potential Conflict with Small Wind (and Example County)	Most Permissive/Encouraging of Small Wind (and Example County)
Permit requirements	Shall be filtered or shielded to prevent RFI or use other mitigation (braking and overspeed controls) (Solano)	None
Dimensional requirements: Height	<40 feet on <1 acre, <65 feet on 1–5 acres, and maximum height of 80 feet on a 5+ acre parcel (Sonoma)	<120 feet (Kern)
Setback	1.25 x Height (Solano)	0.5 x Height (Marin) 65/30 feet res/non-res (Kern)

¹²⁶ Conversations with County planners indicated that few such projects had been proposed in recent memory.

4.6.4. Actions for County Consideration

1. **Convene industry participants** to obtain further information on technology development, cost curves, and new opportunities for applying these technologies as pilots and early deployments.
2. **Participate in pilot projects** to prove the value and to develop lessons learned.
3. **Proactively prepare to update planning and zoning** as these technologies become more prevalent.

4.7. Bioenergy (Biomass and Biogas)

4.7.1. Do the County's Planning and Zoning Policies Facilitate Appropriate Biomass/Biogas Development?

Due to project economics, developers have not been contacting the County for biomass project approval, comporting with overall industry trends in California. On the biogas side, the County's waste management operations (solid waste and waste water) have been exploring increased opportunities to collect biogas on site, but, as these are existing land uses (landfills and waste water treatment plants), zoning presents less of a consideration than air, water, and disposal permits.

4.7.2. Planning Considerations for Biomass and Biogas

Biomass and biogas installations may be on similar or smaller scales as large-scale wind and solar plants, but they likely use less land area. Benefits of these technologies include: biomass and biogas are dispatchable at any time, allowing them to be used when the wind is not blowing and the sun not shining; they can produce agriculturally useful wastes; and they reduce landfill disposal volumes. Biogas may enable renewable transportation fuels in lieu of electricity and offers a domestic energy source.

Biomass and biogas project impacts protected against by zoning include noise considerations, nuisance smells, and aesthetics. Air quality, water use and discharge, and environmental impact permits are administered and governed by agencies outside of the County's control: EPA/CARB, CA Water Quality Control Board, National Pollution Discharge Elimination System (NPDES)/EPA, and the California Natural Resources Agency/CEQA. Generally, these permits are more difficult and expensive to attain than zoning permissions.

4.7.3. Options to Facilitate Bioenergy Development Through Planning and Zoning Action

Table 30. Options for Planning and Zoning Action for Biomass/Biogas

Category	Example Threshold (County)
Permit requirements	125% of on-site energy usage (Sonoma)
Geographies allowed	Non-prime farmland agricultural areas (Sonoma)
Dimensional requirements: setback	200 feet from residential (Sonoma)

4.7.4. Actions for County Consideration

1. **For biomass, focus planning efforts on convening local refuse haulers** and waste sources with operators of nearby biomass plants (outside of the County's boundaries). If economics become favorable for any waste class, help participants negotiate and plan with biomass plants for transport of feedstocks to plants.
2. **Continue observing what other nearby counties do** and monitor for signs of renewed interest prior to engaging in a comprehensive effort to update bioenergy zoning considerations.
3. **Consider transportation fuel vs. electricity tradeoffs** relative to Contra Costa County greenhouse gas reduction goals; using biogas resources for transportation fuels may be more economical.

5. Conclusions

Contra Costa County has the potential to expand its leadership in local clean energy production and bring the benefits of clean energy to its constituents through the judicious development of its renewable resources that is mindful of long-term planning considerations and potential land use tradeoffs. This study finds that there is a significant amount of potential distributed across solar, wind, biomass, and biogas, and subtypes of each of these resources. While economics are currently more favorable for certain types of renewables (e.g., solar and large-scale wind), it is desirable for renewable resources to come from a mix of different sources for diversity of generation profiles and grid reliability. Economics and land use policy will drive realization of development potential.

As a technical potential study, this project does not purport to predict that the identified resources will be developed or to suggest that all of the resources identified would be economically feasible to develop given current or foreseeable market and policy environments. Rather this study uses estimates of resource quantity and quality (e.g., annual solar irradiance, wind speeds, and the energy value of bioenergy feedstocks) to evaluate specific locations and aggregate them to determine how much energy could be generated in total.

The sites that were assessed were selected by examining system performance, topographic limitations, and environmental and land-use constraints to find the maximum that can possibly be produced given these technical constraints. A strong emphasis was placed on identifying renewable resources within the Urban Limit Line (ULL), which was established in 1990 to preserve farmland and open space.

Quantification of Technical Potential

At a high level, this study estimates that between 4,674,000 and 7,990,000 MWh could be generated within the County by new renewable resources. For reference, total electricity consumption in the County in 2017 was 9,644,000 MWh.¹²⁷ The high estimate is dependent on aggressive action and optimistic assumptions, because the development of this amount of renewable resource is dependent on making it cost effective and on balancing commercial-scale renewables with local planning objectives and local community buy-in.

Of the resources, rooftop solar has by far the highest potential, both in terms of capacity and in terms of annual generation. Rooftop solar is followed in magnitude by non-urban ground mounted solar including agricultural land with the least constraints. Parking lots could be a significant solar resource and have the added benefit of providing shade, as well as minimal tradeoffs associated with their development. Similarly, there are many urban locations unsuitable for other development where solar could be located with minimal tradeoff. If the County wished to divert all landfilled biomass waste to incinerators, this waste would provide the largest single component of bioenergy resources, but such a

¹²⁷ It should be noted that new electricity loads have the potential to significantly increase county-wide electricity consumption, including the adoption of electric vehicles and heat pumps. Usage statistic sourced from California Energy Commission: <http://ecdms.energy.ca.gov/elecbycounty.aspx>.

policy change appears unlikely for multiple reasons, including the current economics of the biomass combustion industry in California. The other resource types all have less annual generation potential but taken together could yield a significant amount of generation.

From a financial perspective, the large amount of rooftop and parking lot solar that is technically available comes at a higher cost per watt than solar and wind that could be built with large scale resources. Rooftop solar costs tend to exceed \$3/W, and parking lot solar is closer to \$3.50/W, while solar on agricultural lands or urban lands unlikely to be developed could be as low as \$1.60/W. This significant cost differential suggests that a cost-effective strategy would be to evaluate opportunities for the appropriate development of ground-mounted solar.

Given these caveats on the rate of development and the relative cost of the rooftop and parking lot solar available in the County, commercial-scale solar remains a critical component of a comprehensive renewable resource development strategy. At the same time, the development of ground-mounted commercial-scale resources must be balanced with the increasing scarcity and value of land in the County. At present, most commercial-scale solar is land intensive and does not allow for multiple uses of the same land, although technologies that enable the co-location of ground-mounted solar with agriculture hold future promise that should not be overlooked. Therefore, County strategy should continue to encourage and facilitate solar in low or no tradeoff settings such as rooftops and parking lots, while concurrently defining parameters for the appropriate development of ground-mounted solar, now and in the future..

Extending the Benefits of Renewables to All

Of the identified technical potential, there are significant opportunities to site solar in or near the “disadvantaged” census tracts in the unincorporated County as defined by the State of California. This includes the 200 megawatts of wind that could be sited in the hills south and west of the developed portions of Bay Point, and up to 519 megawatts of solar in disadvantaged tracts throughout the County. In the next phase of this project, the County will work with three communities in the unincorporated area of the County on opportunities for residents of those communities to benefit from these identified renewable resources. The benefits of renewables can also be extended to all segments of the population through community solar and wind programs, which allow renters to directly purchase parts of a renewable project; both MCE and PG&E offer these types of programs.

Leading by Example

The County owns or leases approximately 350 buildings that may be suitable for solar. The County has already taken great strides to assess many of its facilities for solar, and has numerous installations, both on rooftops and parking lots, though more could be done.

Planning and Zoning Options

Given the significant amount of resource availability within the County, this study reviews best practices to facilitate renewable development, while still being mindful of long-term planning considerations and potential tradeoffs. As a relatively urban county with a significant population, significant commercial activity, and significant land constraints, developing local large-scale renewables that can serve a large

proportion of the County's load is inherently a more difficult task than it would be in a more rural and less populous county. Therefore, policy best practices that facilitate the development of the more limited resources that *are* available are of heightened importance, presuming the County desires to contribute what it can towards the realization of California's renewable energy and climate goals.

Some of the options described in this study include mandates, zoning language revisions, financing strategies, development of County-owned sites for renewables, property tax waivers, and other financial mechanisms to encourage development of the resources that the County would most like to see developed. Stakeholder input that was provided indicates that County constituents have strong interests in protecting farmland, habitat, open space, and other valued land uses, as well as strong interests in encouraging the development of local clean energy resources at attractive costs. There is significant support for developing solar on parking lots as well as industrially related lands and urban land unlikely to be developed for other uses. The County must balance numerous values to assess the appropriate path forward to expand its clean energy leadership in a cost-effective way while being mindful of and minimizing potential tradeoffs.

Appendix A: Solar Potential on County Owned and Leased Facilities

The County owns or leases a significant amount of property within its borders. The County provided its asset list for this study, which the project team pared down to the approximately 350 buildings that are currently occupied.

Rather than conduct an analysis of all 350 occupied buildings supplied by the County, Cadmus analyzed the top 10 largest buildings and statistically sampled the rest of the smaller buildings across approximately 10 building size categories (three to five samples per category). This analysis was done with Google Project Sunroof, with the same assumptions and adjustments described above in the section on rooftop solar. Table 31 shows the solar potential on the top 10 buildings by size.

Table 31. Largest 10 County Owned or Leased Buildings

Type		Address	Square Footage	Google Sunroof Rooftop (sf)	Estimated kW
Owned	Hospital	2500 Alhambra Ave, Martinez, CA 94553	210,000	26,093	184
Leased	Outpatient Care Facility	2311 Loveridge Rd, Pittsburg, CA 94565-5117	130,900	37,809	266
Owned	Juvenile Detention Center	202 Glacier Dr, Martinez, CA 94553	120,000	300	2
	Government Office Building	2530 Arnold Dr, Martinez, CA 94553-4359	115,091	14,976	106
		50 Douglas Dr, Martinez, CA 94553	92,024	21,653	153
		651 Pine St, Martinez, CA 94553	90,498	6,959	49
	Medical Center	100 38th St, Richmond, CA 94805	83,884	27,573	194
	General Purpose Library	1750 Oak Park Blvd, Pleasant Hill, CA 94523	63,912	33,211	234
Leased	Government Office Building	1275A Hall Ave, Richmond, CA 94804-3763	60,000	62,862	443
Owned		4545 Delta Fair Blvd, Antioch, CA 94509-3950	52,800	24,595	173

As approximately one-third of the buildings were leased, the study assumes split incentives will result in solar not place on leased buildings.

Appendix B: Google Project Sunroof Solar Potential by Census Tract

On September 17, 2018, Cadmus downloaded the following data from Google Project Sunroof. For the rightmost column, estimated potential is calculated as the sum of the number of panels facing south and west, multiplied by an 80% packing factor, a 20% AC:DC derating factor, and multiplied by 80% (not all roofs can handle 4 lbs/sf for solar arrays); reductions will occur due to accommodate rooftop equipment (e.g., rooftop air conditioners, fire borders). Cadmus additionally assumed that the panels had 260 W/modules and 16% efficiency.

Table 32. Amount of Rooftop Solar Potential in Each Census Tract

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3010.00	California	10057	8567	9465	28512	4813	7064
3020.05	California	34279	21724	33831	27166	7668	14602
3020.06	California	22025	16593	22269	6959	3617	8467
3020.07	California	40425	23567	36115	11935	6535	13983
3020.08	California	41814	23688	37658	10602	6542	14197
3020.09	California	40985	28999	34227	37310	9771	17662
3020.10	California	84582	54382	77555	9861	11786	28252
3031.02	California	61728	39548	62054	43146	13088	25768
3031.03	California	61330	30814	48222	101777	20356	30219
3032.01	California	67496	49326	57595	20367	10965	24309
3032.02	California	49890	26773	39864	4495	6787	15104
3032.03	California	68549	42451	63679	43604	13997	27242
3032.04	California	24046	17223	24615	11672	4458	9679
3032.05	California	70983	56224	69712	11051	10238	25955
3040.01	California	36010	26593	31055	19350	6909	14103
3040.02	California	228	127	241	184	51	97
3040.03	California	44936	35124	37113	14428	7409	16424
3040.04	California	44753	38840	41250	6518	6399	16394
3040.05	California	51638	34587	40199	28028	9942	19276
3050.00	California	34638	25780	35587	125551	19992	27650
3060.02	California	22804	17185	21715	55068	9718	14573
3060.03	California	23267	14699	22425	21679	5609	10242
3060.04	California	17677	11608	15189	27279	5611	8955
3071.01	California	31330	17624	20113	13014	5534	10244
3071.02	California	19885	12369	20252	14095	4241	8312
3072.01	California	12680	12025	12618	23693	4539	7615
3072.02	California	11575	10799	10494	8881	2553	5210
3072.04	California	27071	24230	26453	1753	3597	9922
3072.05	California	27734	24451	26733	24748	6550	12938

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3080.01	California	48808	34313	40341	34785	10432	19749
3080.02	California	33466	24475	26350	6964	5046	11389
3090.00	California	22827	22898	21901	56469	9896	15487
3100.00	California	14989	15228	15918	28853	5471	9359
3110.00	California	17099	13259	12645	16369	4177	7410
3120.00	California	8881	9741	9099	37856	5833	8184
3131.01	California	40292	28053	28359	87400	15936	22976
3131.02	California	22098	15877	16114	27261	6160	10152
3131.03	California	53736	45648	52059	7988	7703	19897
3132.03	California	17342	16828	17814	1042	2294	6618
3132.04	California	25418	22079	24469	4676	3756	9565
3132.05	California	10342	7655	7963	1477	1475	3424
3132.06	California	23776	22071	21988	9546	4159	9657
3141.02	California	26083	17895	21710	11225	4656	9599
3141.03	California	24729	12973	19439	14863	4941	8986
3141.04	California	23234	12437	17403	10713	4237	7961
3142.00	California	25302	14071	17197	34223	7429	11331
3150.00	California	26667	17208	20888	155840	22777	27531
3160.00	California	5163	2512	3953	18124	2906	3713
3170.00	California	8243	4348	7901	11768	2497	4026
3180.00	California	10787	8206	9277	19051	3724	5906
3190.00	California	36671	24035	30126	21766	7293	14052
3200.01	California	20014	15971	16193	73895	11720	15734
3200.03	California	16986	11341	15377	25096	5252	8586
3200.04	California	33033	24423	28922	26594	7441	14099
3211.01	California	44846	33239	38430	26415	8893	17838
3211.02	California	46991	34743	39289	4600	6439	15678
3211.03	California	31947	20717	25551	9012	5112	10886
3212.00	California	23507	14885	17851	61379	10594	14679
3220.00	California	43075	28877	32268	45122	11007	18638
3230.00	California	30814	15912	21201	8379	4891	9523
3240.01	California	12864	8889	10972	55692	8556	11034
3240.02	California	20165	11389	15114	43967	8004	11311
3250.00	California	29687	19934	24484	23277	6610	12153
3260.00	California	26977	16457	20031	5496	4053	8606
3270.00	California	17520	15062	16240	268926	35748	39655
3280.00	California	5337	3030	4609	59326	8070	9023
3290.00	California	33939	30640	29678	21346	6900	14427
3300.00	California	31429	24346	25206	14967	5790	11974
3310.00	California	39042	27596	32710	22085	7629	15155
3320.00	California	47233	44684	36463	17932	8133	18260

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3331.01	California	23285	21766	17697	8267	3938	8863
3331.02	California	27372	23427	20594	9921	4654	10148
3332.00	California	37861	35094	27723	26062	7978	15817
3340.01	California	17604	16381	15016	6385	2994	6912
3340.04	California	34796	31211	30330	33056	8468	16148
3340.06	California	25380	33126	37787	3156	3561	12411
3342.00	California	42842	22073	33443	23738	8309	15238
3350.00	California	18628	17427	15264	23135	5212	9292
3361.01	California	8299	4214	4882	19251	3438	4573
3361.02	California	6275	3648	5391	34338	5069	6197
3362.01	California	13634	10928	14050	12698	3286	6403
3362.02	California	8192	4441	6993	26374	4314	5741
3371.00	California	24029	21347	18080	6159	3767	8688
3372.00	California	33483	18789	26525	68885	12776	18431
3373.00	California	48545	38608	44715	12558	7626	18024
3381.01	California	16282	13184	13457	12015	3531	6856
3381.02	California	22362	17349	23944	6361	3585	8738
3382.01	California	37702	29999	38978	83303	15101	23710
3382.03	California	17302	10956	13713	7628	3111	6190
3382.04	California	26844	22437	31287	10747	4691	11396
3383.01	California	32499	23783	27438	11571	5500	11892
3383.02	California	43726	30706	38659	40040	10454	19111
3390.01	California	3566	3393	3624	73904	9668	10544
3390.02	California	8673	5149	7730	115907	15548	17155
3400.01	California	27315	15017	21107	45903	9138	13646
3400.02	California	47104	29997	33015	24736	8966	16830
3410.00	California	25005	15735	20687	17249	5273	9819
3430.01	California	23479	16433	18211	14654	4759	9083
3430.02	California	27444	13848	17526	17604	5622	9537
3430.03	California	31624	16402	20319	6656	4777	9360
3451.01	California	36643	24584	30283	10649	5902	12749
3451.02	California	29296	19851	25219	5264	4313	9938
3451.03	California	33363	30422	38844	6620	4990	13634
3451.05	California	48292	31206	40511	20852	8629	17579
3451.08	California	40597	23659	36329	110009	18796	26282
3451.11	California	32414	14609	25415	26600	7365	12360
3451.12	California	25486	19330	25317	3182	3578	9150
3451.13	California	21850	18098	19330	1378	2899	7570
3451.14	California	54250	37982	49142	4713	7359	18232
3451.15	California	46969	31403	38618	4761	6456	15195
3451.16	California	22101	15877	18076	1603	2958	7196

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3452.02	California	40352	26725	33649	51033	11405	18940
3452.03	California	53820	31938	38427	31243	10616	19397
3452.04	California	28996	15679	24605	9517	4806	9834
3461.01	California	32381	24477	29393	5195	4689	11412
3461.02	California	62301	38534	48452	11317	9188	20043
3462.01	California	70457	43638	53656	11832	10270	22412
3462.03	California	32450	21383	27140	3057	4431	10487
3462.04	California	50515	32972	36393	4890	6915	15571
3470.00	California	50071	34448	38995	12383	7794	16960
3480.00	California	35994	21601	24061	22986	7361	13059
3490.00	California	24427	16971	20908	26275	6328	11055
3500.00	California	34655	21033	23082	33733	8535	14040
3511.01	California	11827	8146	9397	24309	4510	6699
3511.02	California	13732	13035	10639	45020	7332	10287
3511.03	California	12740	17222	18997	11532	3029	7549
3512.00	California	42994	30328	35103	10528	6680	14845
3521.01	California	23320	18811	21361	4470	3468	8482
3521.02	California	45832	30173	36142	12095	7229	15505
3522.01	California	38944	33240	37859	29325	8520	17393
3522.02	California	10942	9622	11077	10036	2618	5201
3530.01	California	19110	12246	13489	9765	3604	6815
3530.02	California	27581	18296	19613	12287	4976	9707
3540.01	California	3857	3073	2556	4665	1064	1766
3540.02	California	37372	22023	27223	31082	8543	14689
3551.07	California	32915	28632	30327	820	4210	11568
3551.08	California	79444	70846	74972	14414	11713	29912
3551.09	California	43419	33038	37254	12163	6937	15709
3551.10	California	22768	14730	18022	9429	4018	8106
3551.11	California	34171	28731	30317	626	4343	11712
3551.12	California	48625	28779	34229	5855	6799	14663
3551.13	California	44937	34906	42073	4063	6115	15722
3551.14	California	64907	46654	56931	9726	9314	22242
3551.15	California	25706	21979	27265	3687	3668	9814
3551.16	California	38755	32328	37173	5141	5478	14152
3551.17	California	35121	29503	35071	972	4504	12563
3552.00	California	57016	49383	51150	15774	9084	21631
3553.01	California	60806	42481	47345	14919	9450	20661
3553.02	California	34799	23552	28379	2773	4689	11170
3553.04	California	62484	44206	50389	8415	8848	20654
3553.06	California	40706	36958	40669	6939	5946	15634
3560.01	California	19373	17909	21080	2951	2786	7652

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3560.02	California	22612	13698	21519	1543	3015	7410
3570.00	California	15520	10825	15395	15439	3864	7136
3580.00	California	24990	19694	23166	34911	7476	12825
3591.02	California	21011	15971	19555	27947	6110	10544
3591.03	California	19351	12732	15884	36928	7024	10595
3591.04	California	6304	5297	6204	1667	995	2430
3591.05	California	15138	12459	17453	6311	2677	6410
3592.02	California	39894	27898	35679	10265	6260	14194
3592.03	California	40844	32964	40091	11044	6476	15593
3592.04	California	27171	22623	26746	7472	4323	10485
3601.01	California	28364	22114	24784	26691	6871	12724
3601.02	California	33403	23990	25819	5394	4842	11058
3602.00	California	20667	13096	14638	31801	6548	10009
3610.00	California	14747	16485	17033	19624	4290	8473
3620.00	California	9515	6935	10871	20216	3710	5933
3630.00	California	29651	22793	27337	74479	12995	19252
3640.02	California	20910	18481	22059	26840	5959	11019
3650.02	California	14290	16070	19705	57034	8901	13366
3650.03	California	11715	6737	8133	87565	12390	14246
3660.01	California	7636	6599	6734	37603	5646	7310
3660.02	California	15385	10084	9287	27120	5305	7722
3671.00	California	14002	12334	15163	50561	8057	11489
3672.00	California	15526	10237	12604	23755	4902	7753
3680.01	California	6860	11538	14895	15700	2815	6114
3680.02	California	10031	5493	5421	19725	3714	5076
3690.01	California	12268	11132	11028	55753	8489	11255
3690.02	California	8268	4271	6464	30045	4781	6121
3700.00	California	9980	6890	9709	20117	3756	5828
3710.00	California	15732	13767	14951	25617	5160	8744
3720.00	California	21071	15661	20685	30295	6410	10946
3730.00	California	8610	7053	9512	14405	2872	4940
3740.00	California	10899	9555	10308	29645	5060	7539
3750.00	California	8173	4835	6726	18889	3377	4820
3760.00	California	15920	8583	11736	36862	6587	9123
3770.00	California	15697	9028	12418	45095	7587	10263
3780.00	California	27218	16152	18917	282678	38675	43052
3790.00	California	16273	11446	15443	64634	10097	13453
3800.00	California	33426	19447	26267	213277	30789	36494
3810.00	California	15047	12690	16630	70230	10643	14302
3820.00	California	19743	16088	17740	46449	8261	12482
3830.00	California	13437	9898	14547	32125	5686	8737

Census Tract	State	# of Panels Facing				Estimated kW	
		South	East	West	Flat	South + Flat	East + West
3840.00	California	14503	9226	14450	29648	5510	8465
3851.00	California	14573	10744	16284	24639	4894	8267
3852.00	California	5994	4608	5902	15240	2650	3962
3860.00	California	9294	4407	7016	41102	6289	7715
3870.00	California	12073	5451	8581	22068	4261	6012
3880.00	California	9779	4569	6931	14867	3076	4511
3891.00	California	7977	3616	5128	26209	4266	5358
3892.00	California	2528	1121	1617	12433	1867	2209
3901.00	California	9452	6153	8237	14743	3020	4815
3902.00	California	7696	3828	5857	11904	2446	3655
3910.00	California	9226	5865	11064	13983	2896	5009
3920.00	California	9911	5624	9730	13413	2911	4827
3922.00	California	37553	29748	34005	166612	25480	33436
3923.00	California	12379	10294	13846	32247	5569	8582

Appendix C: Glossary

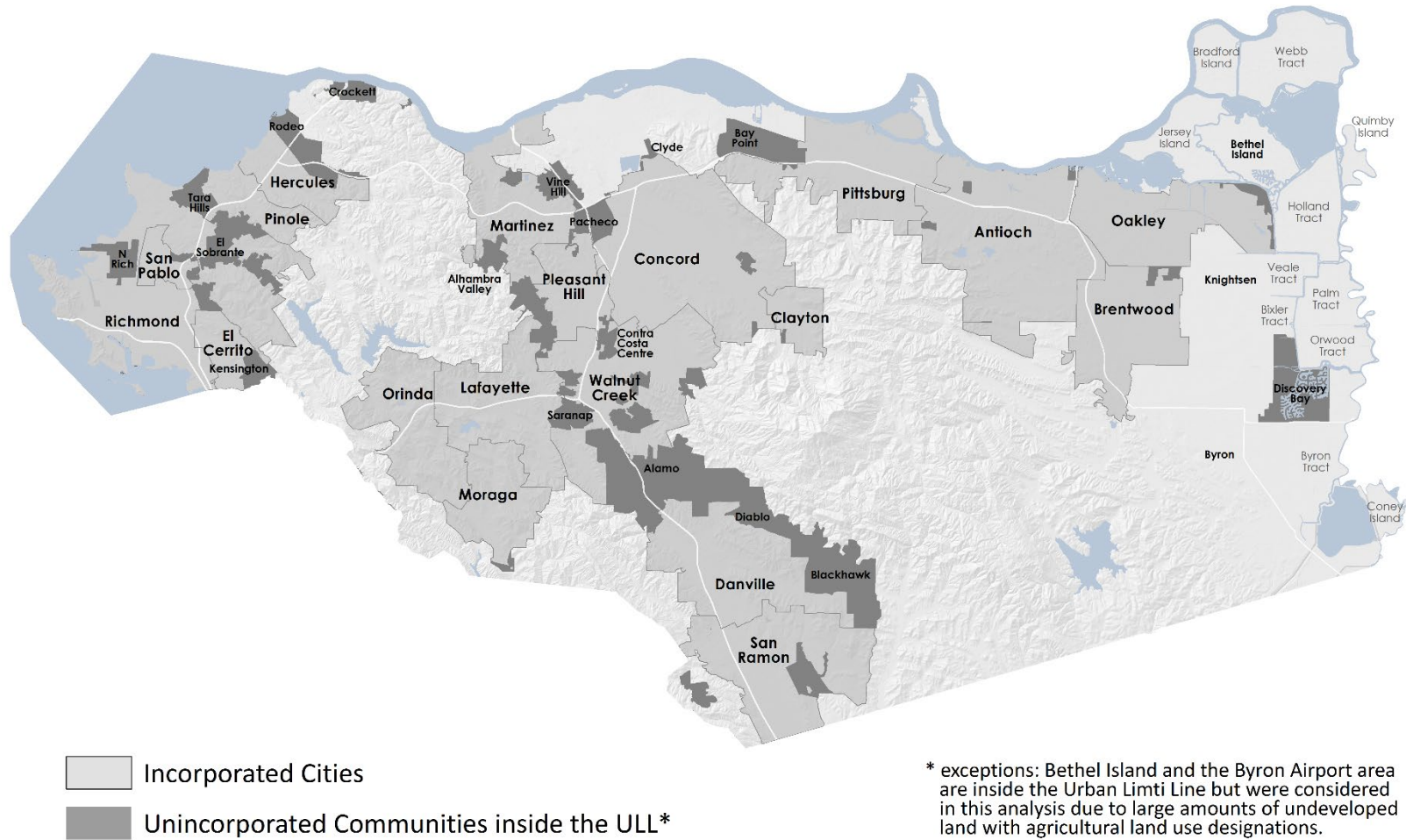
Acronym	Term
AC	Alternating Current
AB1826	California Assembly Bill on Recycling of Solid Organic Waste
AB2188	California Assembly Bill on Streamlined Solar Permitting
AB32	California Assembly Bill, Global Warming Solutions Act of 2006
AD	Anaerobic Digestion
BDT	Bone Dry Tons
BTM	Behind the Meter
BTU	British Thermal Unit
C&D	Construction and Demolition
CAISO	California Independent Systems Operator
CAP	Climate Action Plan
CARB	California Air Resources Board
CCA	Community Choice Aggregator
CCE	Community Choice Energy
CCMap	The County's portal for on-line property information is CCMap. Browse to https://ccmap.cccounty.us for further information
CCPDA	California County Planning Directors' Association
CEC	California Energy Commission
CEQA	California Environmental Quality Act
CO ₂	Carbon Dioxide
Db	Decibels
DC	Direct Current
Dni	Direct Normal Irradiance
DOE	U.S. Department of Energy
EE	Energy Efficiency
EIA	Energy Information Administration
EIR	Environmental Impact Report
EPA	Environmental Protection Agency
EV	Electric Vehicle
FAA	Federal Aviation Administration
FERC	Federal Energy Regulatory Commission
FIT	Feed In Tariff
FWS	U.S. Fish and Wildlife Service
GHG	Greenhouse Gas
GW	Gigawatt
GWh	Gigawatt Hour
HCP	Habitat Conservation Plan
IOU	Investor-Owned Utility

Acronym	Term
ITC	Investment Tax Credit (Federal)
kW	Kilowatt
kWh	Kilowatt Hour
LCOE	Levelized Cost of Electricity
LFG	Landfill Gas
MCE	Marin Clean Energy
MJ	Megajoules
MRLC	Multi-Resolution Land Characteristics
MW	Megawatt
MWh	Megawatt Hour
NCRS	Natural Resources Conservation Service
NEC	National Electric Code
NLCD	National Land Cover Database
NPDES	National Pollution Discharge Elimination System
NREL	National Renewable Energy Laboratory
NWEDI	Northern Waterfront Economic Development Initiative
PG&E	Pacific Gas and Electric
PPA	Power Purchase Agreement
PSM	Physical Solar Map
PV	Photovoltaic
PV RAM	Solar Photovoltaic and Renewable Auction Mechanism
REC	Renewable Energy Credit
RFI	Radio Frequency Interference
RPS	Renewable Portfolio Standard
SB100	California Senate Bill on 100 Percent Clean Energy
SB1122	Renewable Bio-Energy Projects California Senate Bill on Renewable Bioenergy Projects
SB1222	California Senate Bill on Solar Permits
SCE	Southern California Edison
SDG&E	San Diego Gas & Electric
T&D	Transmission and Distribution
ULL	Urban Limit Line
ULUTBD	Urban Land Unlikely to be Developed
WAPA	Western Area Power Administration
WCCSL	West Contra Costa Sanitary Landfill
WTP	Wastewater Treatment Plant
ZTA	Zoning Text Agreement

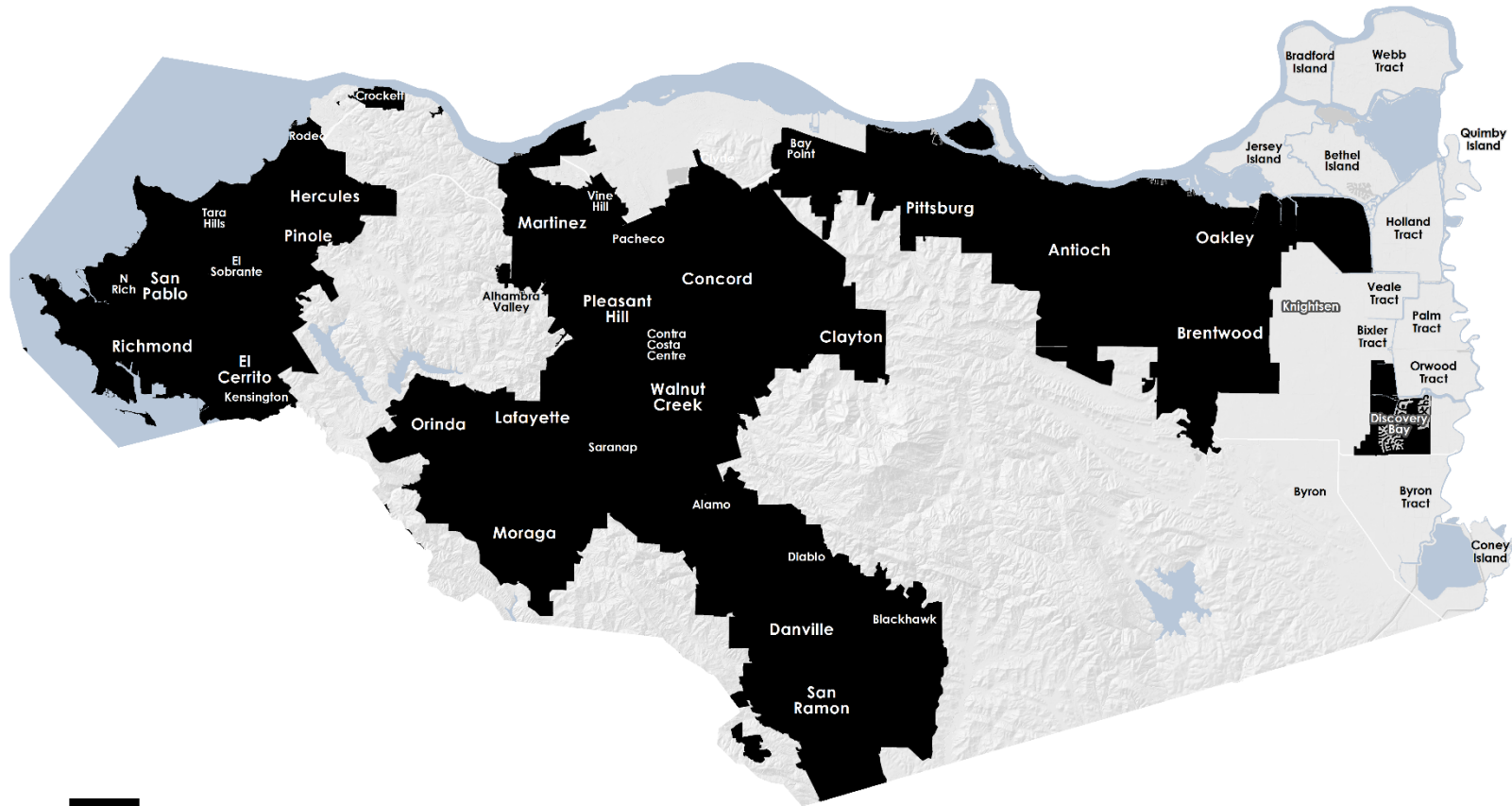
Appendix D: Cartography

This appendix consists of a series of maps that demonstrate the evaluation of available data used to determine the rural areas in the County that may be suitable for ground mounted solar. The first eight maps in the appendix show the boundaries of the Urban Limit Line and the incorporated cities, and how slope, natural land cover and exclusion factors as described in Section 3.2.3, were used to locate areas of the County with significant acreage potentially suitable for large-scale ground mounted solar. The next series of maps focuses on the less constrained agricultural eastern part of the County, presenting data layers associated with attributes such as soil quality and classifications, zoning overlay status, General Plan land use designation, elevation, transmission lines and substations, and other factors. The final five images of the appendix show maps of land potentially suitable for solar installations after removing specific classifications of land with high agricultural value.

Evaluation of constraints for siting solar outside the Urban Limit Line*



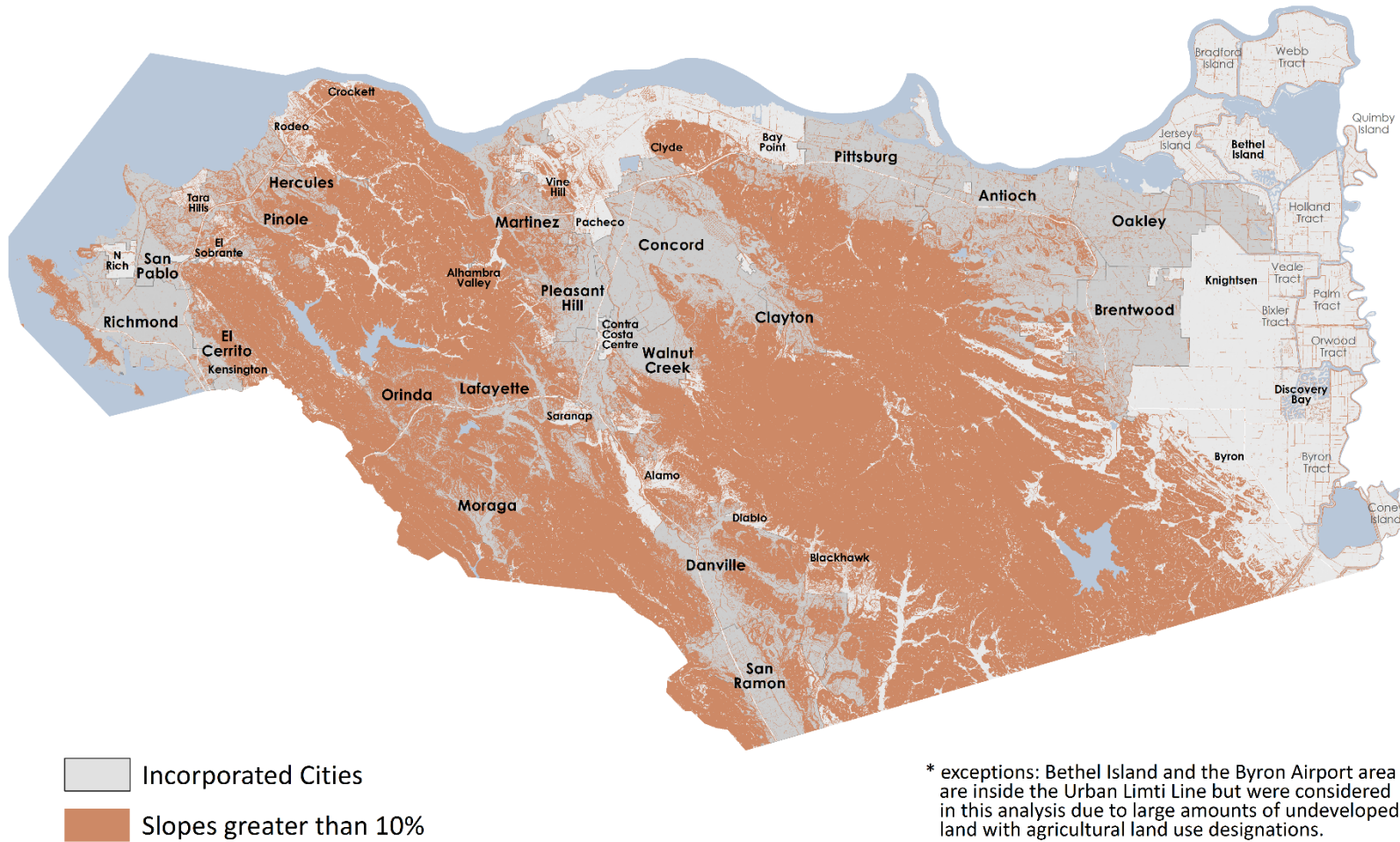
Evaluation of constraints for siting solar outside the Urban Limit Line*



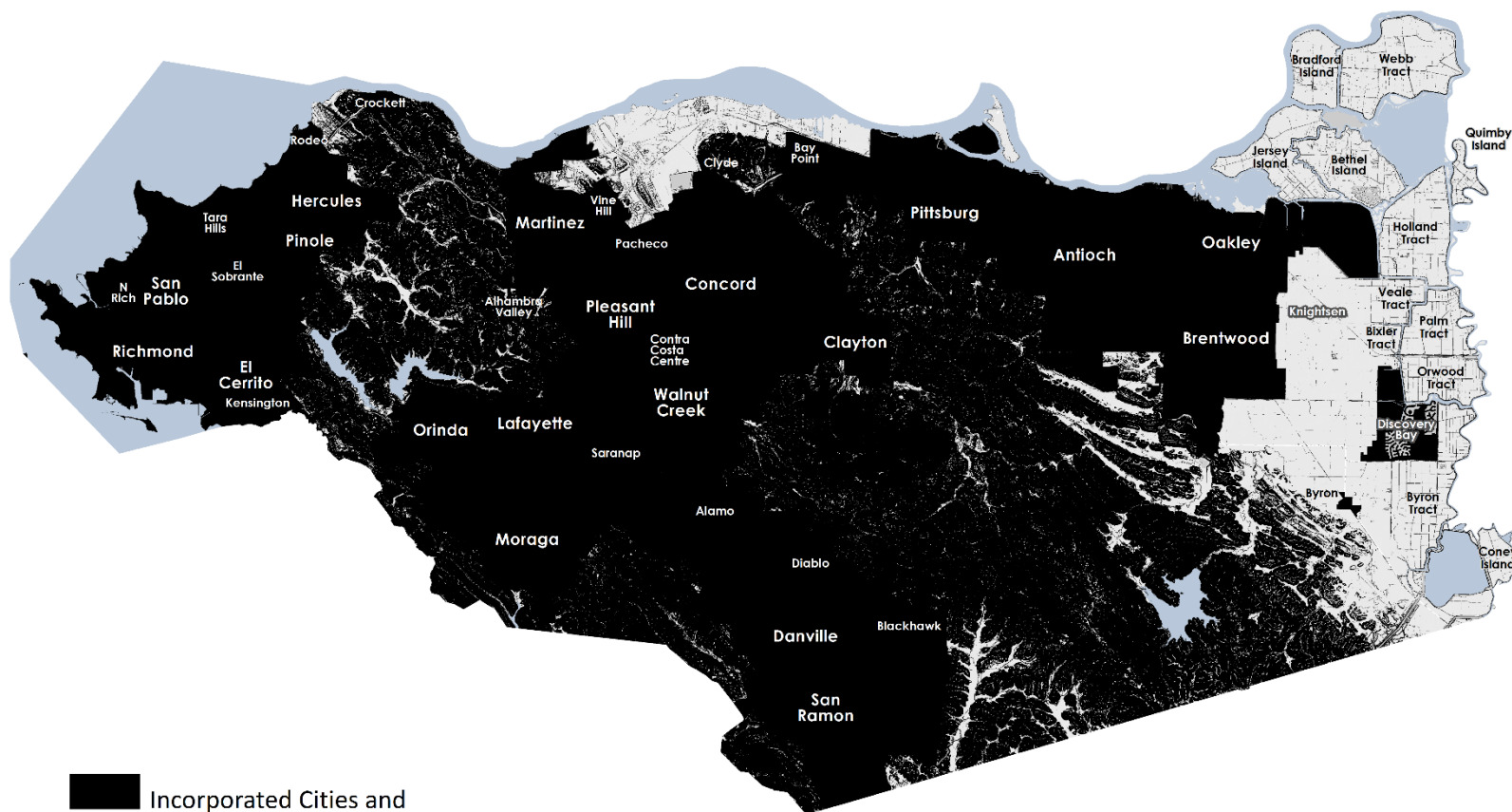
■ Incorporated Cities and unincorporated communities inside the Urban Limit Line*


* exceptions: Bethel Island and the Byron Airport area are inside the Urban Limit Line but were considered in this analysis due to large amounts of undeveloped land with agricultural land use designations.

Evaluation of constraints for siting solar outside the Urban Limit Line*



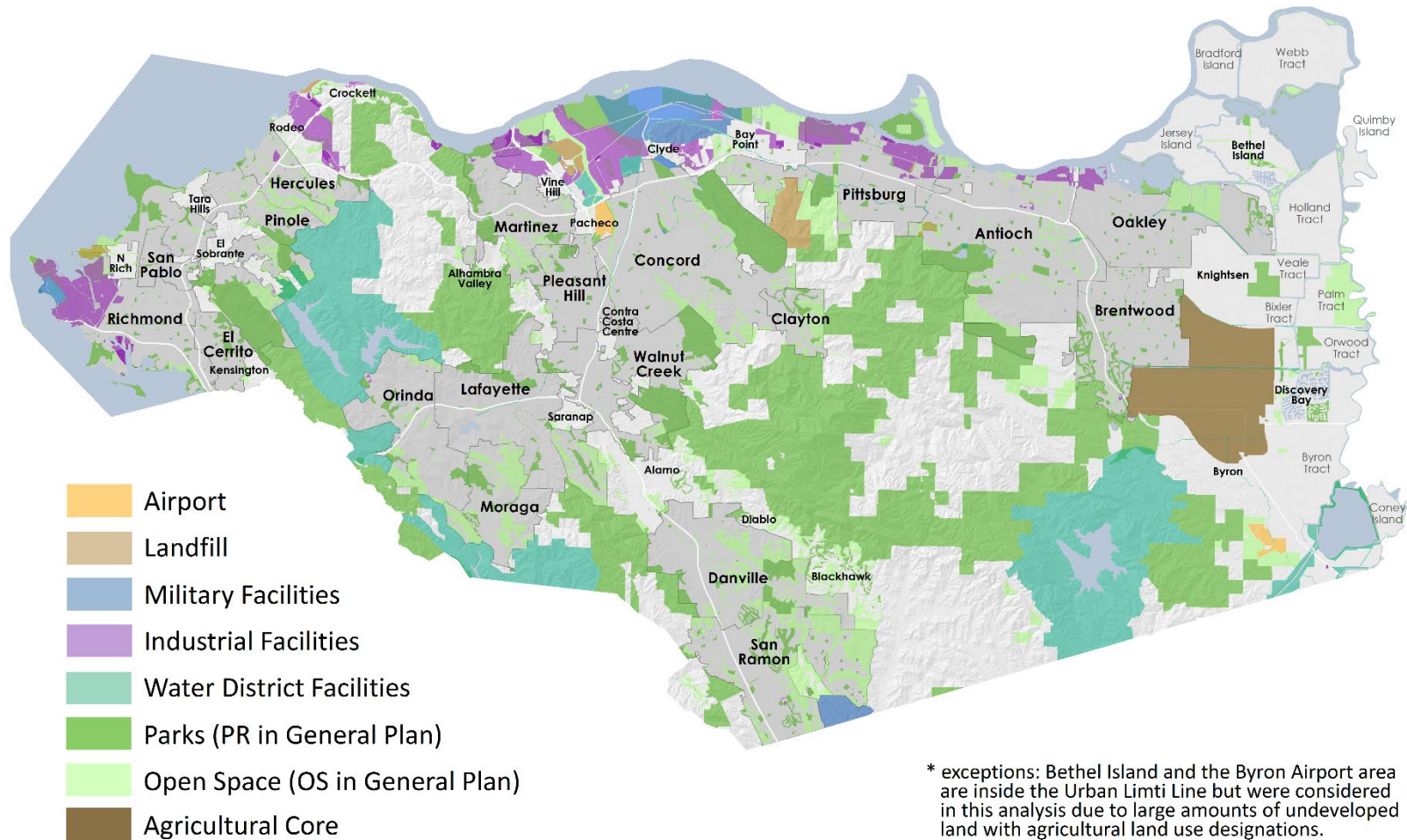
Evaluation of constraints for siting solar outside the Urban Limit Line*



 Incorporated Cities and
unincorporated communities inside
the Urban Limit Line* and slopes
greater than 10%

* exceptions: Bethel Island and the Byron Airport area are inside the Urban Limit Line but were considered in this analysis due to large amounts of undeveloped land with agricultural land use designations.

Evaluation of constraints for siting solar outside the Urban Limit Line*



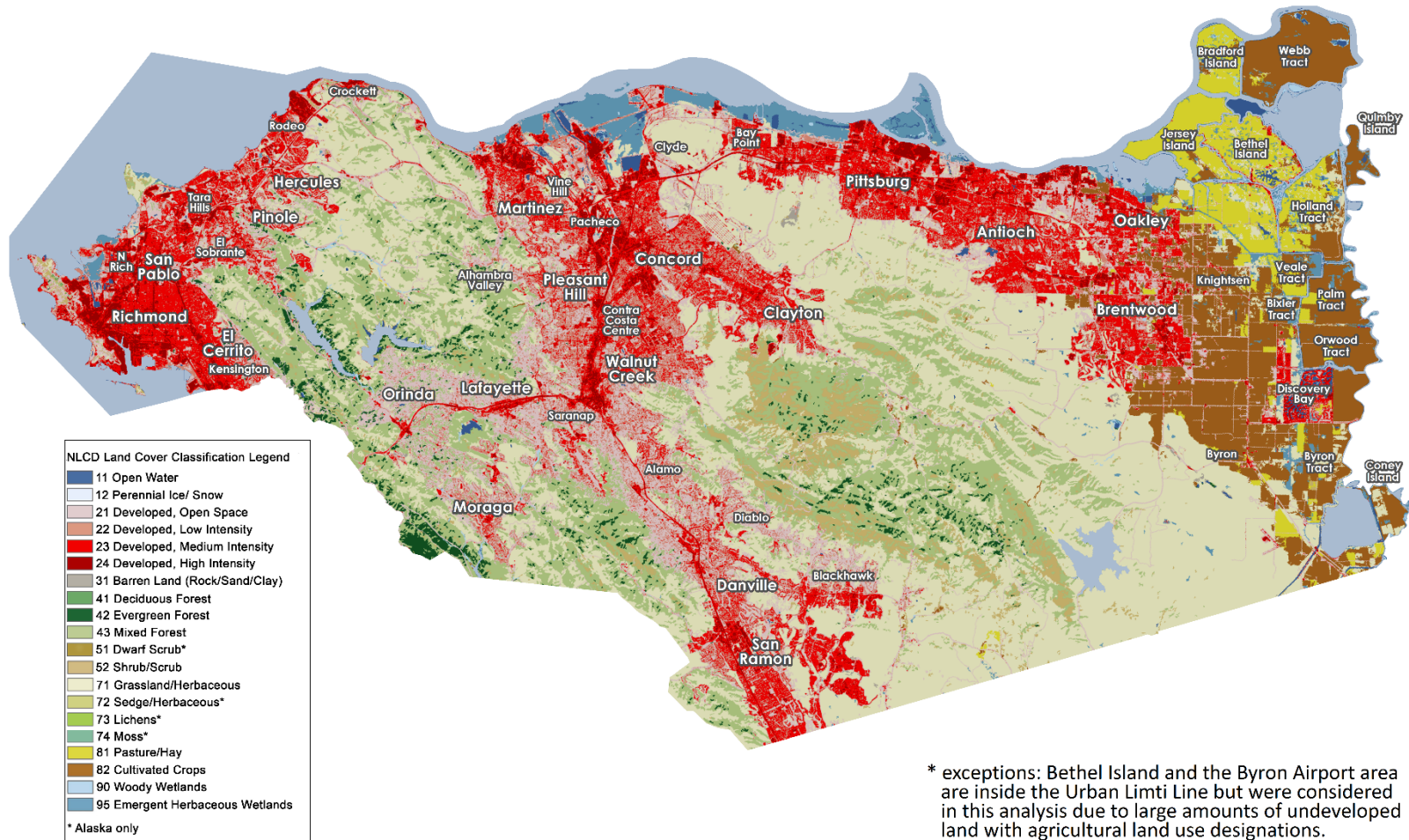
Evaluation of constraints for siting solar outside the Urban Limit Line*



Incorporated Cities and
 unincorporated communities inside
 the Urban Limit Line* and slopes
 greater than 10%, parks, open space,
 water district facilities, airports, landfills,
 industrial facilities, agricultural core

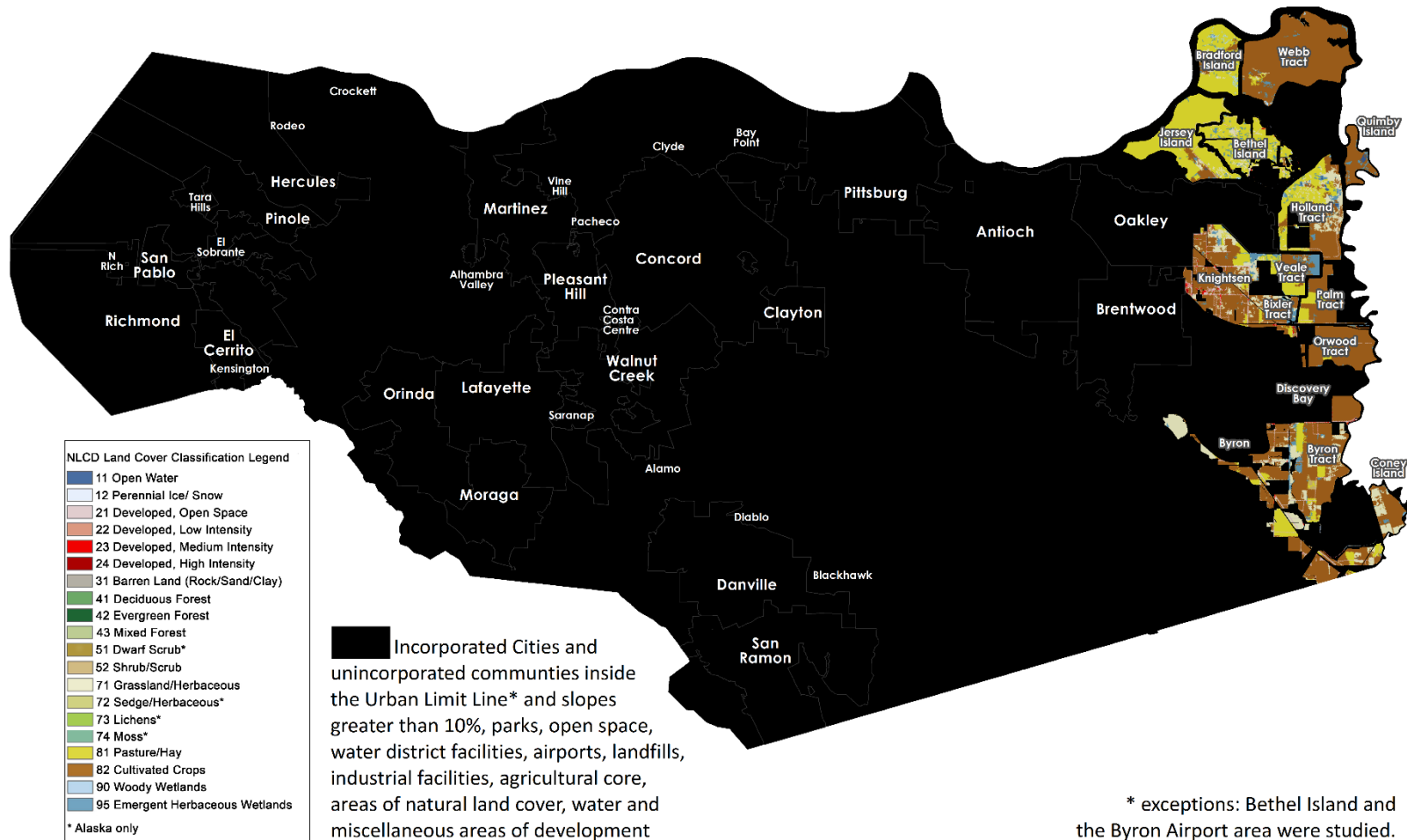
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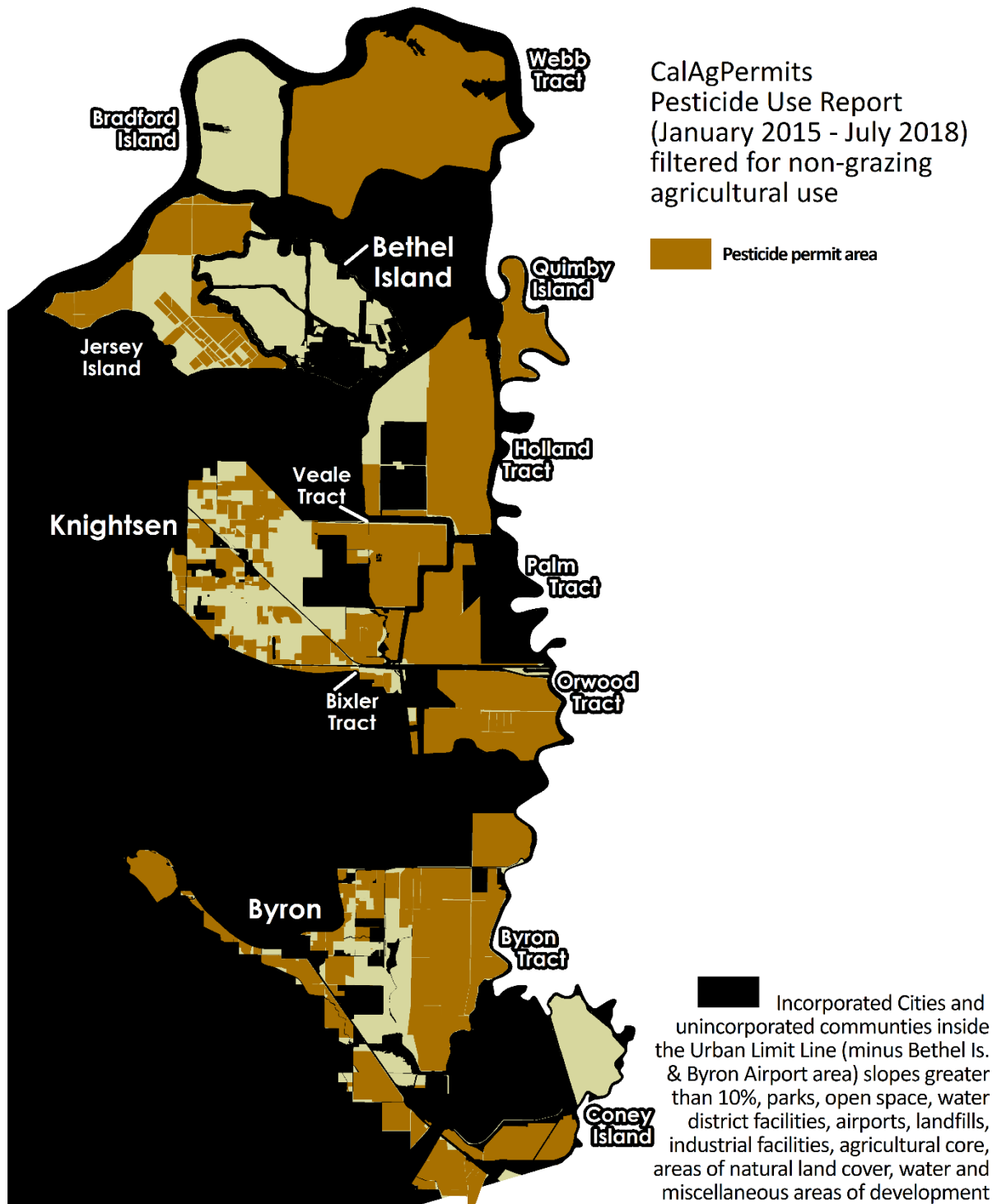


* exceptions: Bethel Island and the Byron Airport area are inside the Urban Limit Line but were considered in this analysis due to large amounts of undeveloped land with agricultural land use designations.

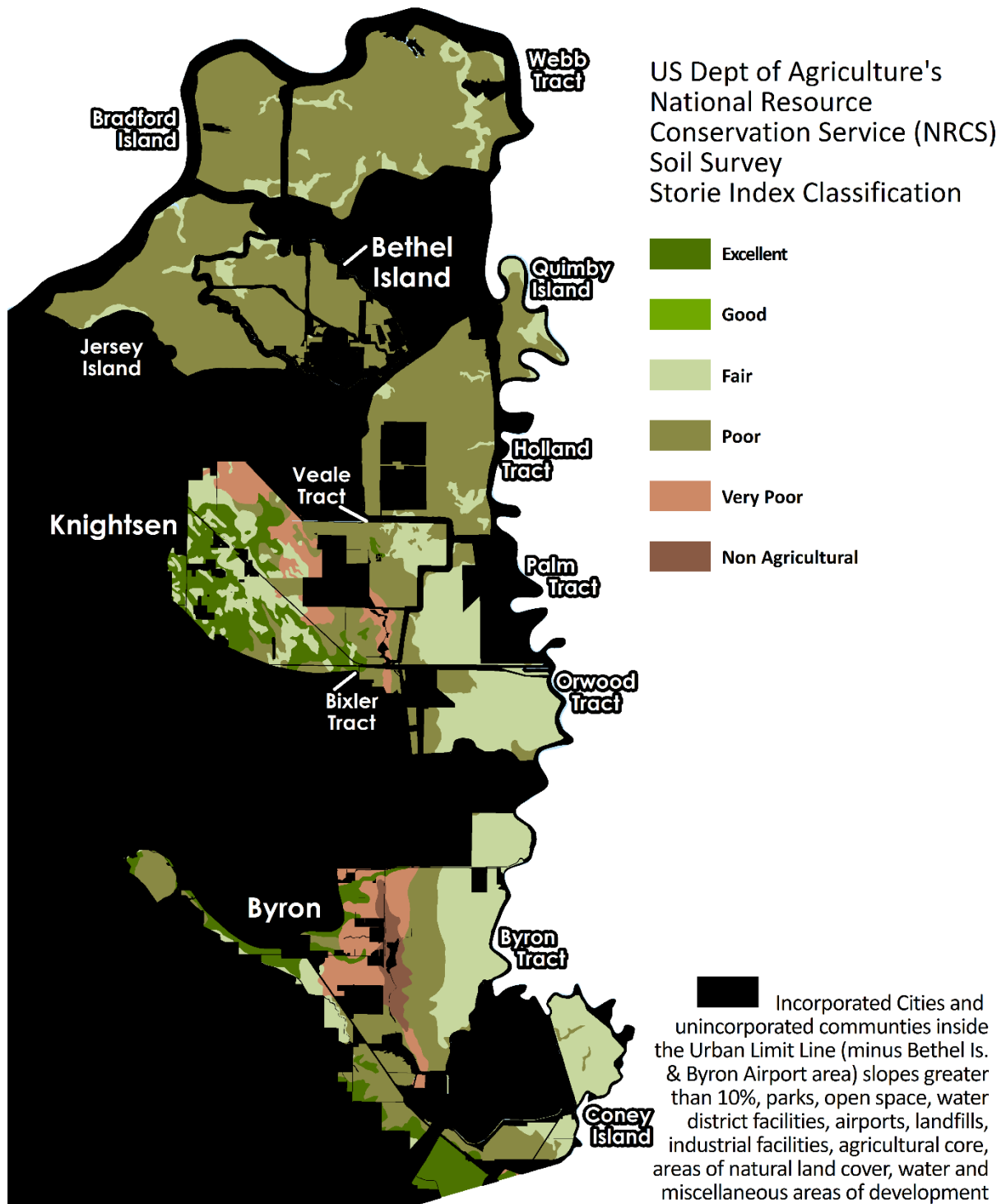
Evaluation of constraints for siting solar outside the Urban Limit Line*



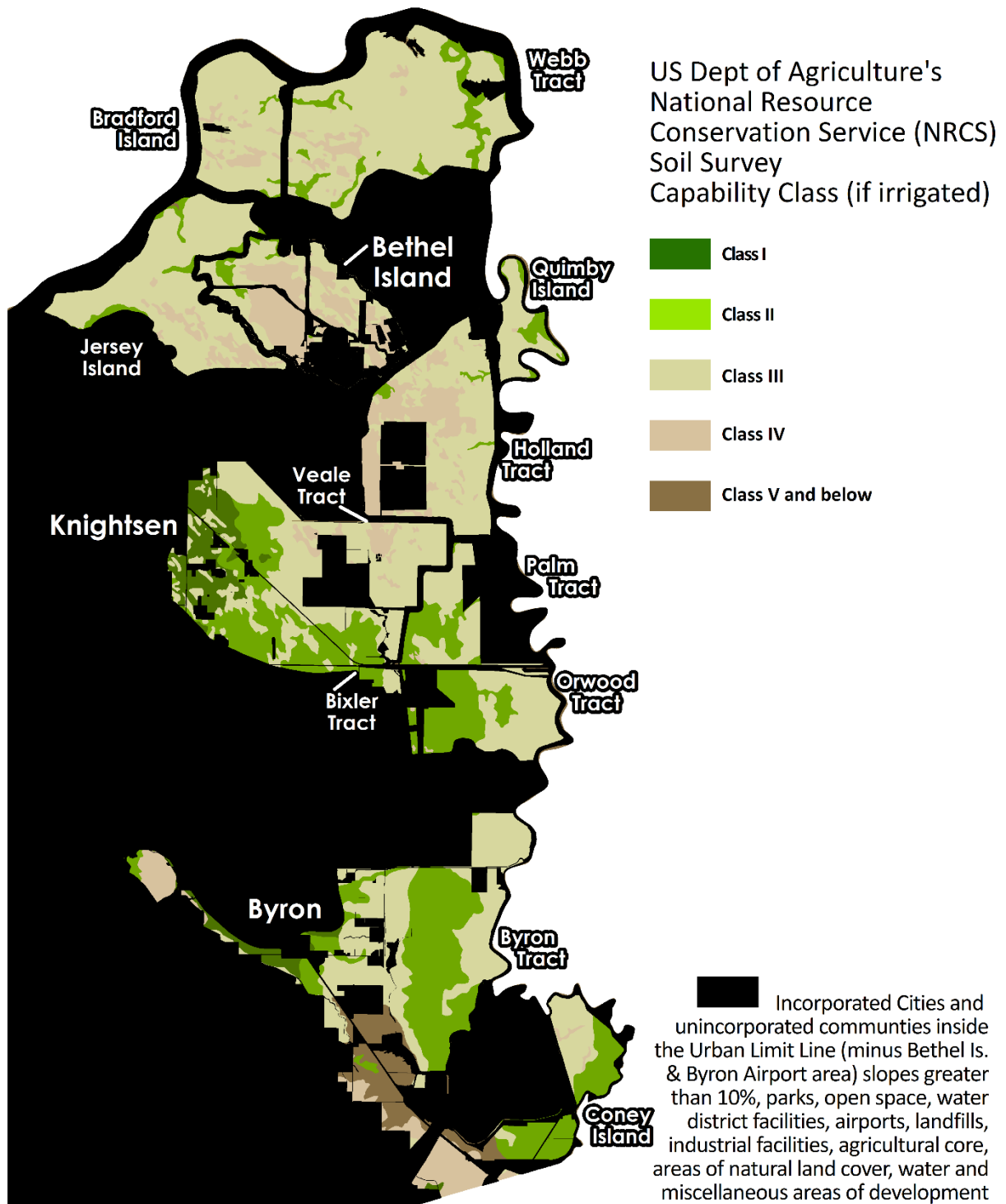
Evaluation of constraints for siting solar on agricultural lands



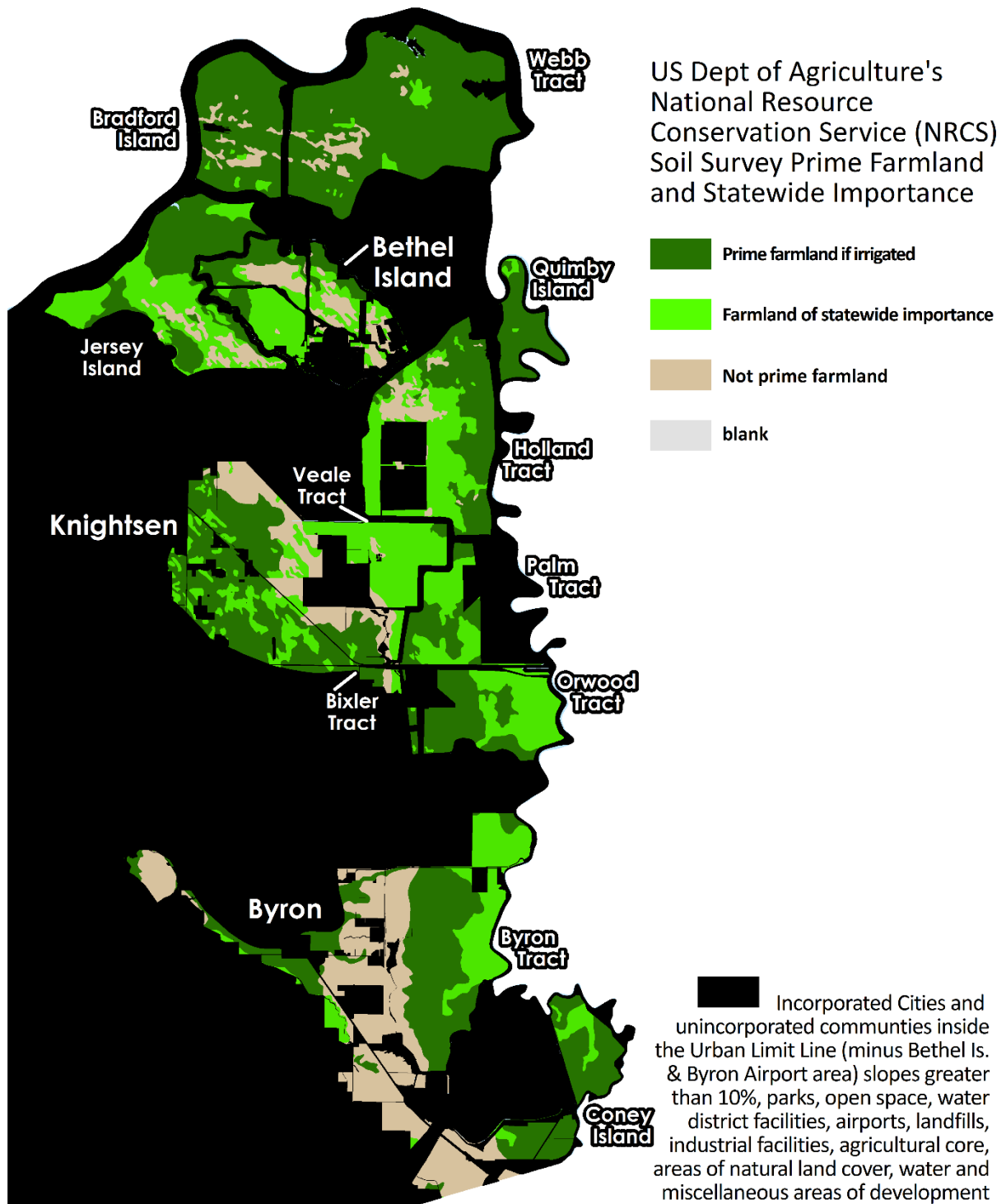
Evaluation of constraints for siting solar on agricultural lands



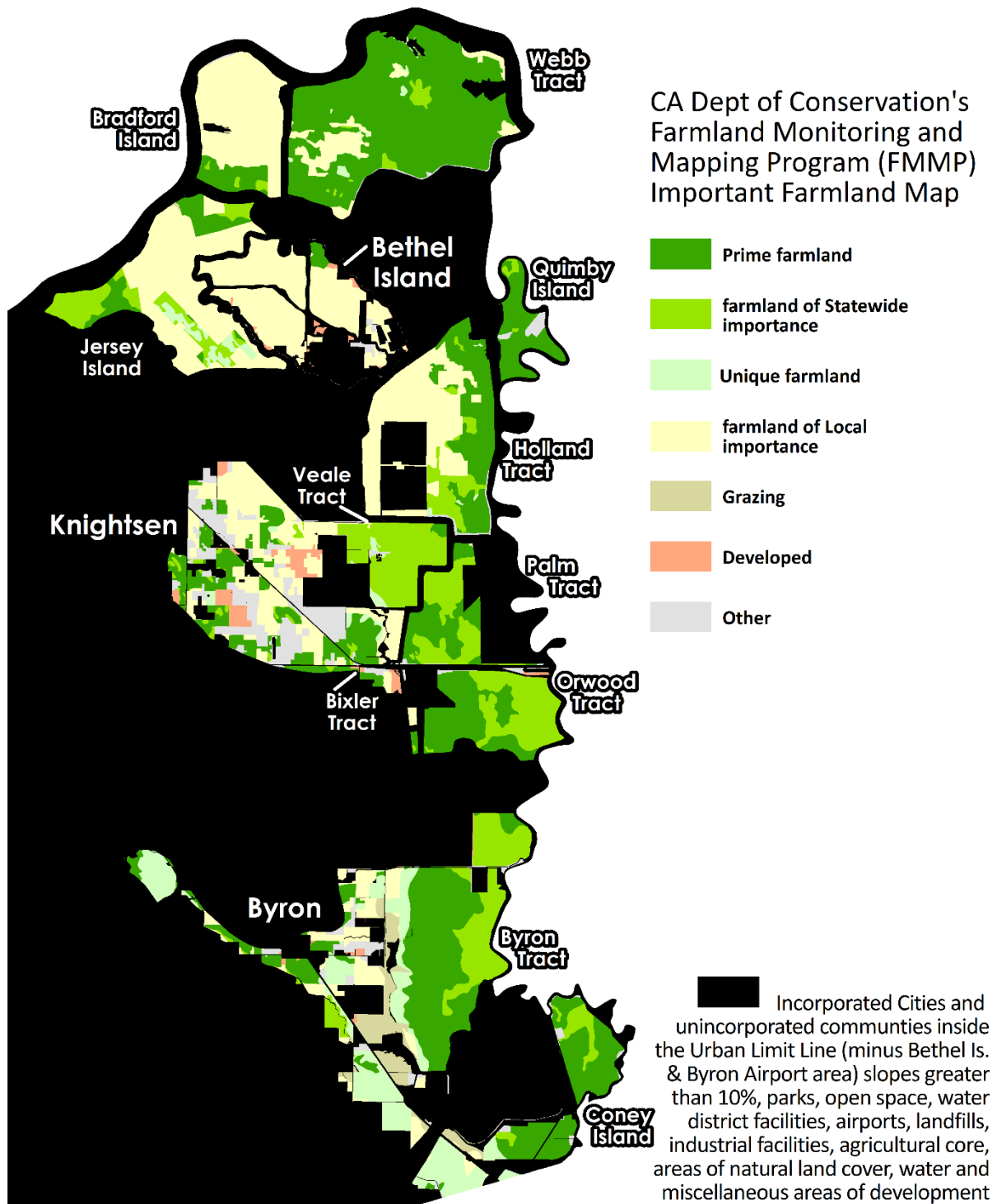
Evaluation of constraints for siting solar on agricultural lands



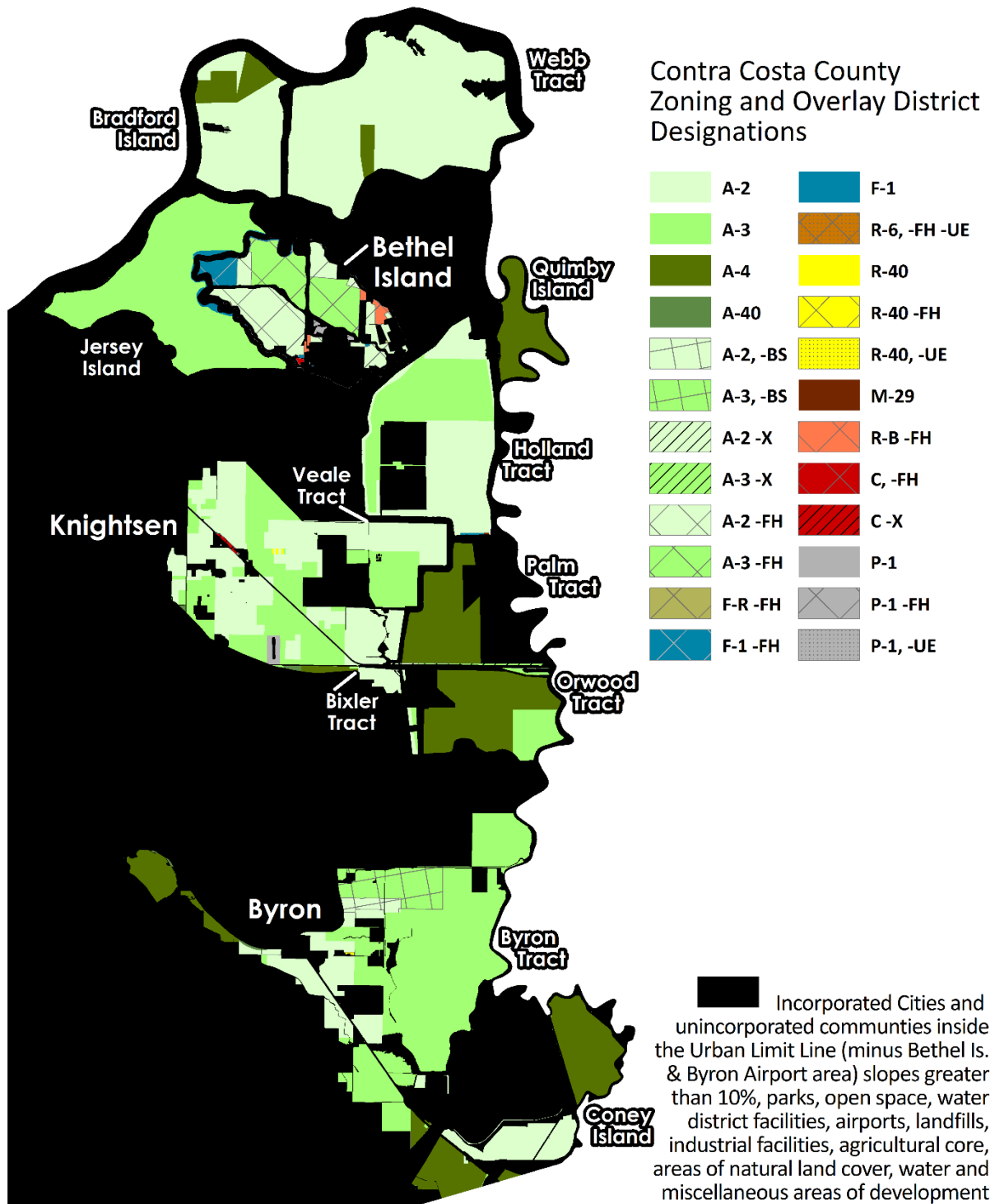
Evaluation of constraints for siting solar on agricultural lands



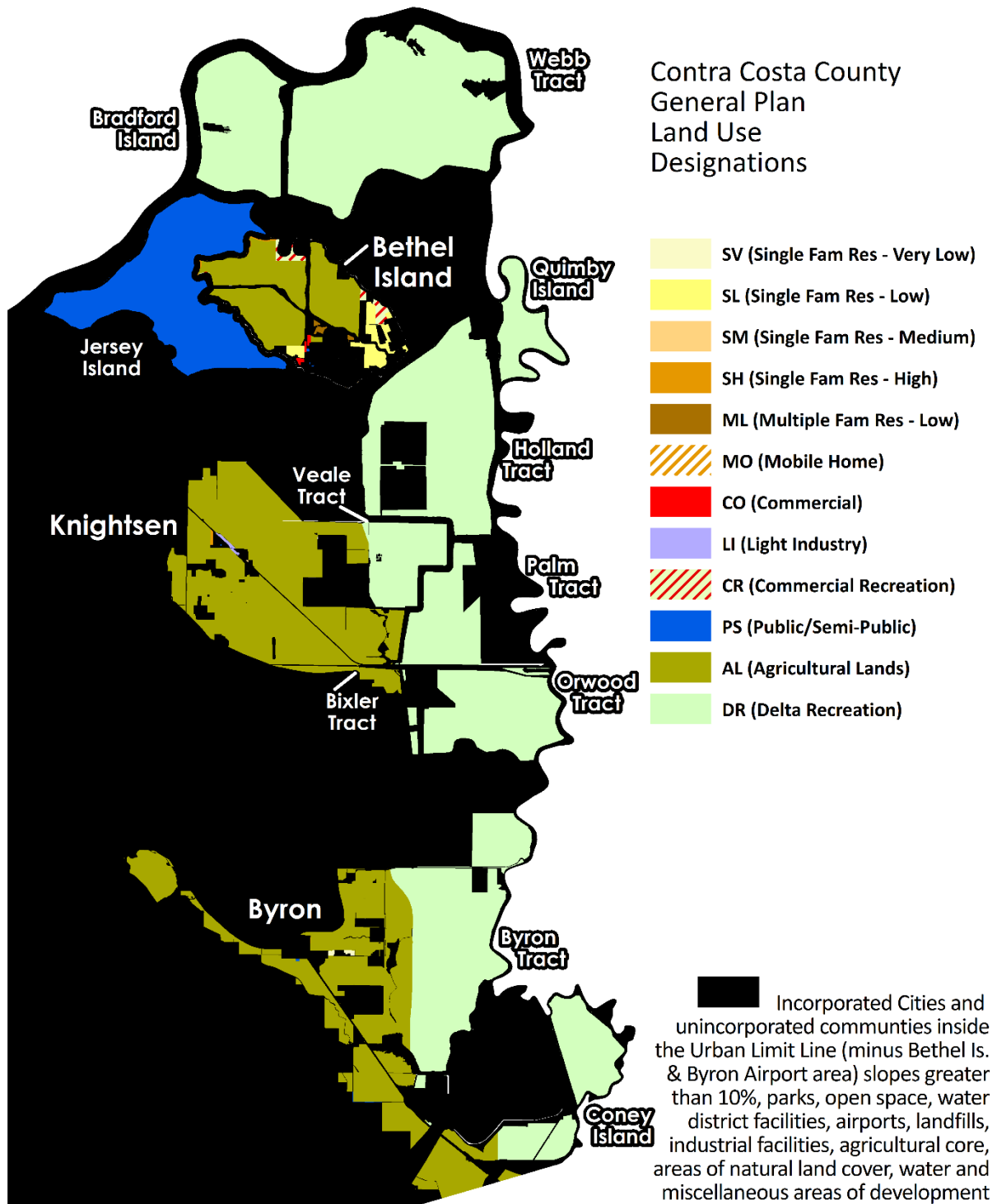
Evaluation of constraints for siting solar on agricultural lands



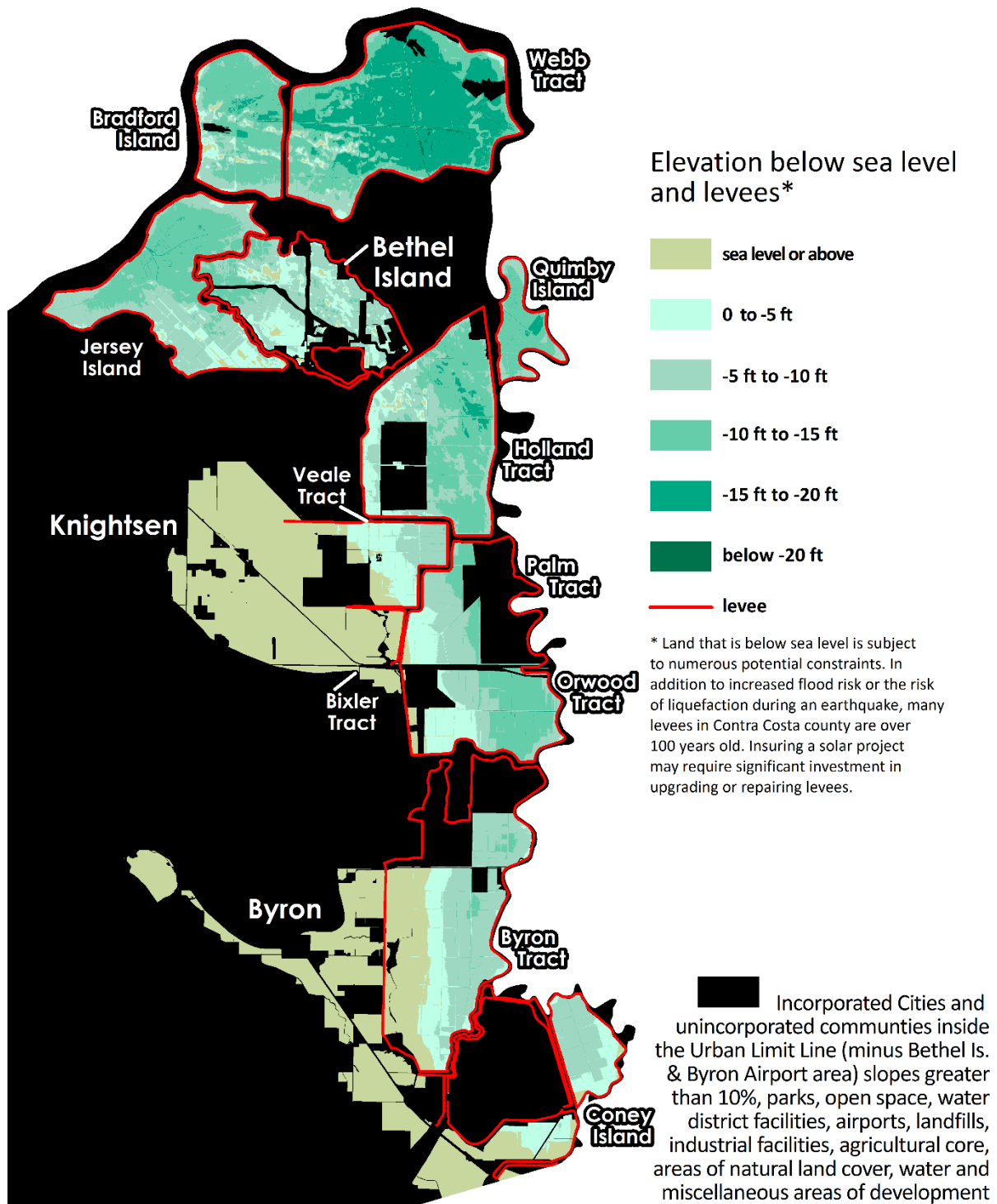
Evaluation of constraints for siting solar on agricultural lands



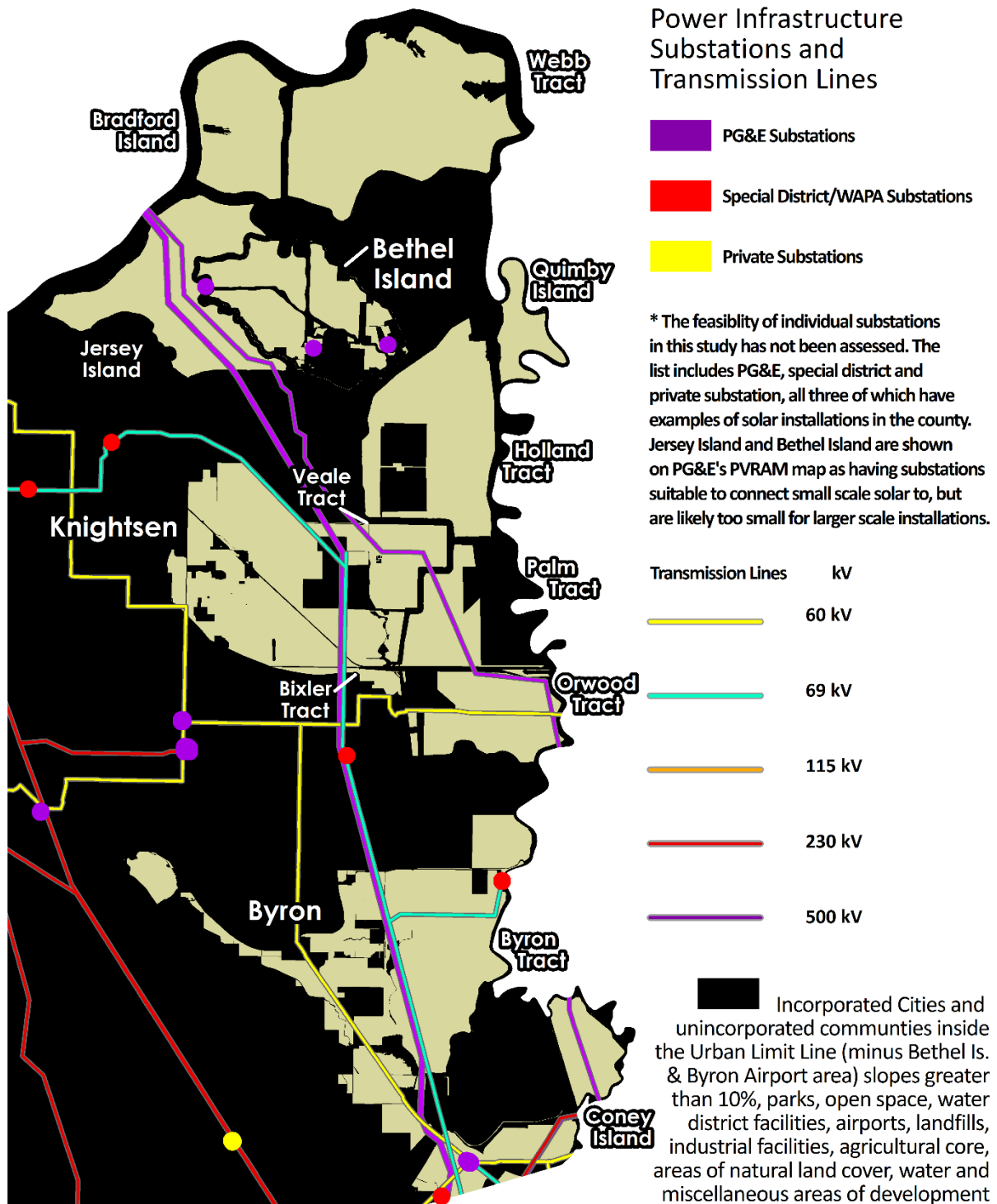
Evaluation of constraints for siting solar on agricultural lands



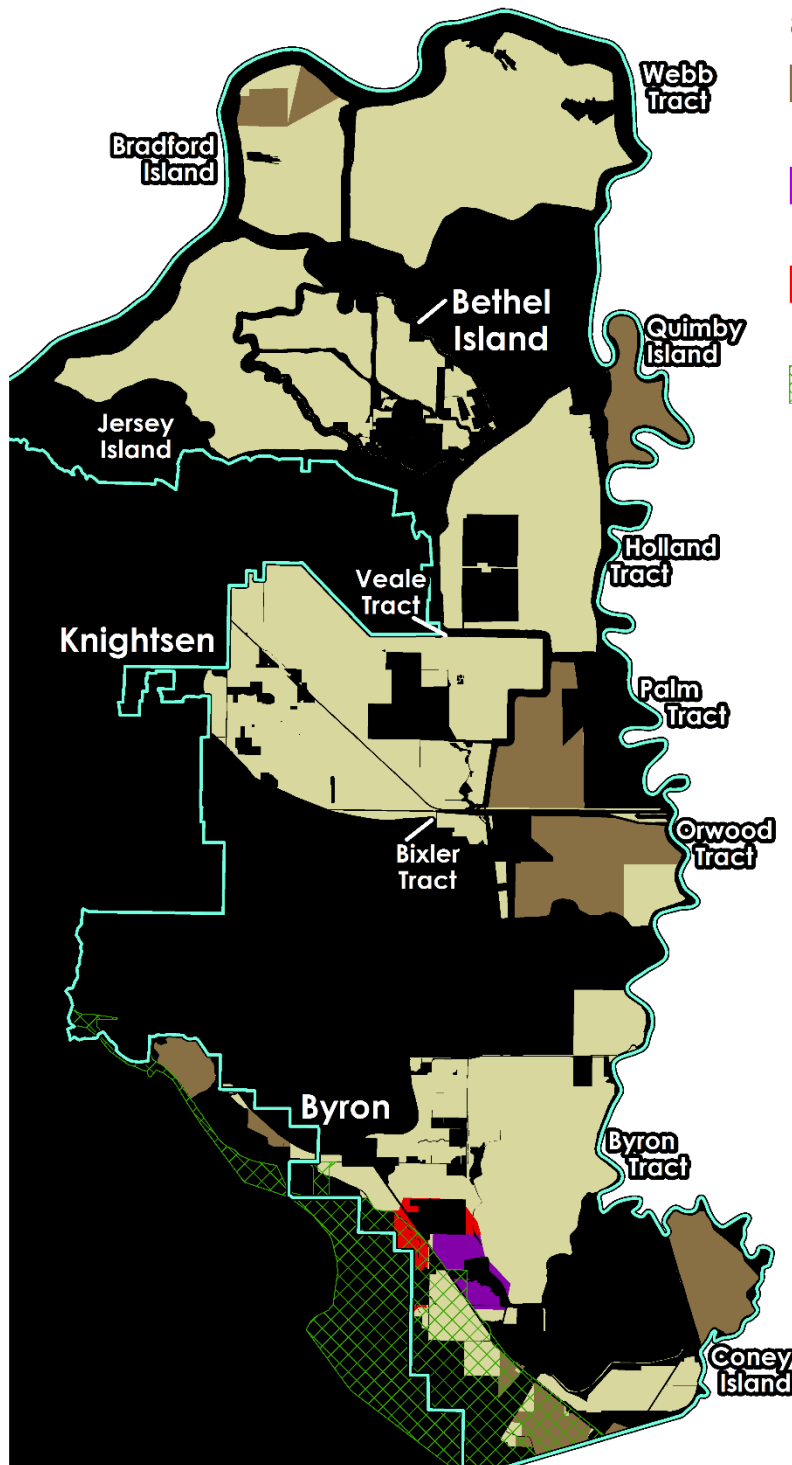
Evaluation of constraints for siting solar on agricultural lands




Evaluation of constraints for siting solar on agricultural lands



Evaluation of constraints for siting solar on agricultural lands





Other potential constraints and considerations


 Williamson Act Contract Agricultural Preserve: unclear if allowable, also potential 10 yr expiration period

 U.S. Fish and Wildlife Service's Vernal Pool Fairy Shrimp (VPFS) critical habitat

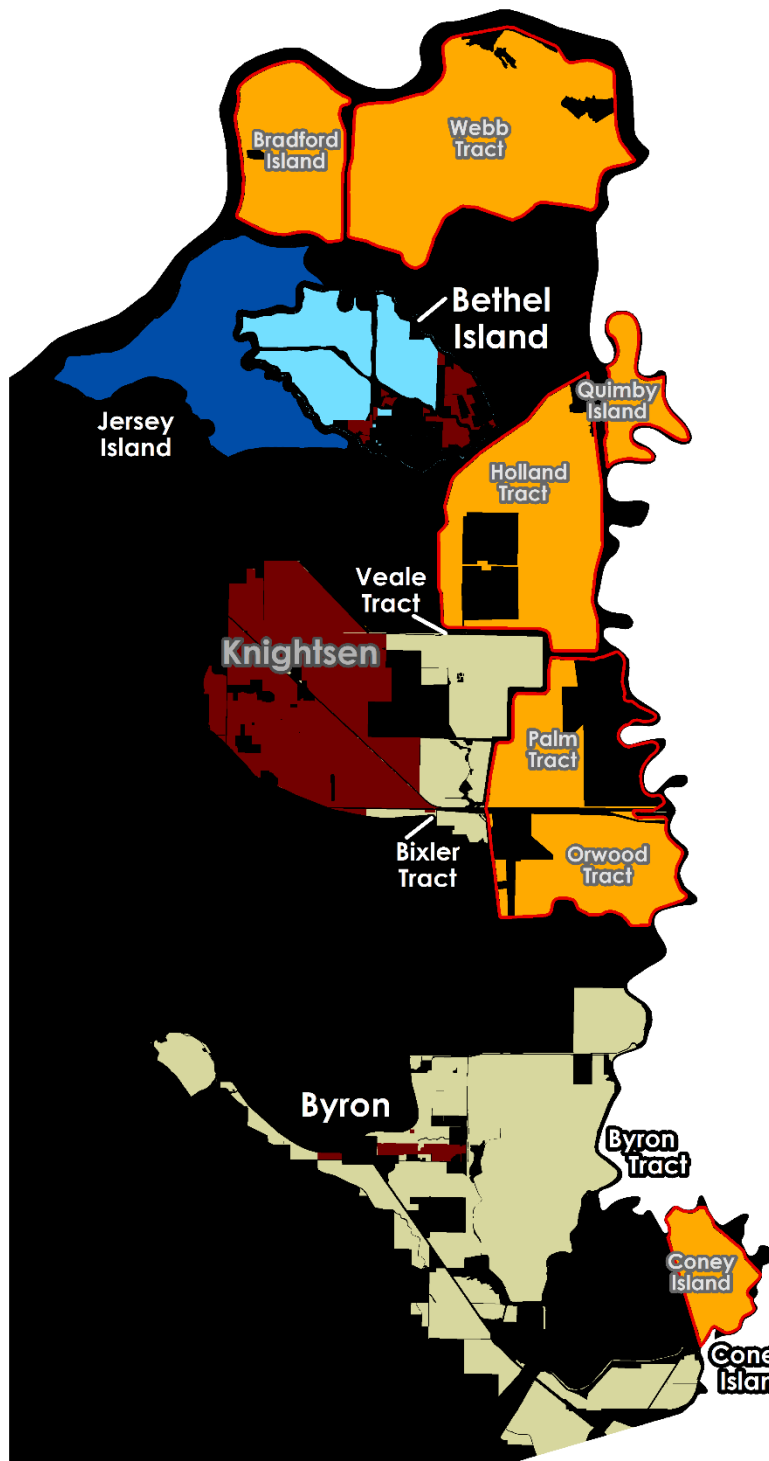
 U.S. Fish and Wildlife Service's VPFS and Contra Costa Goldfields critical habitat

 General Plan special planning area for TriLink (State Route 239) Vasco Rd-Byron Hwy Connector: potential for future roadway condemnation

 Area inside the Delta Plan: projects in this area need to make a finding of consistency with the Delta Plan

 Incorporated Cities and unincorporated communities inside the Urban Limit Line (minus Bethel Is. & Byron Airport area) slopes greater than 10%, parks, open space, water district facilities, airports, landfills, industrial facilities, agricultural core, areas of natural land cover, water and miscellaneous areas of development

Evaluation of constraints for siting solar on agricultural lands



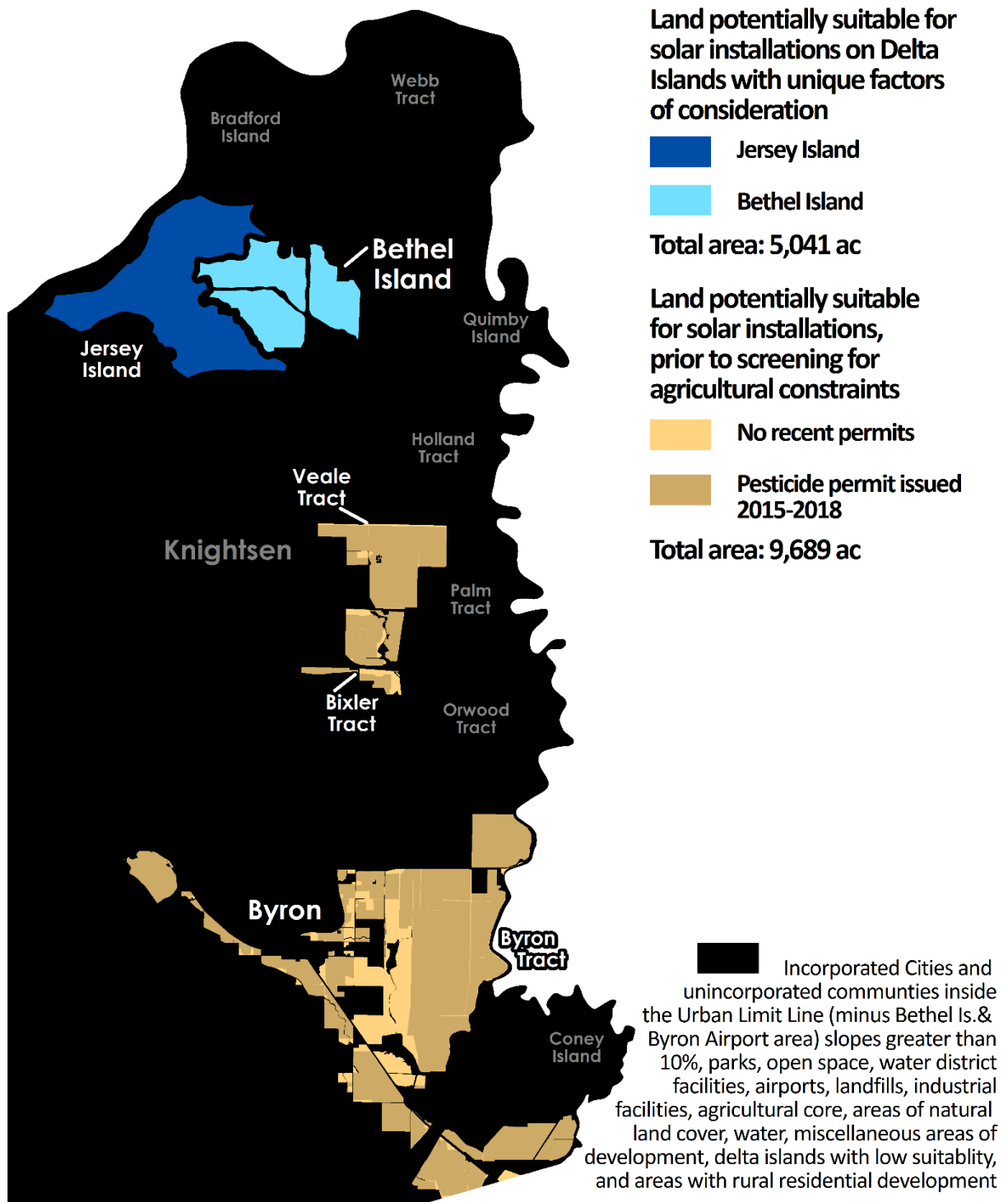
Significant constraints removed from consideration

- Rural residential area: generally smaller parcels, and potentially out of character with community
- Delta Islands primarily under private ownership with older levees maintained by small Reclamation districts. These locations are farther away from electrical infrastructure

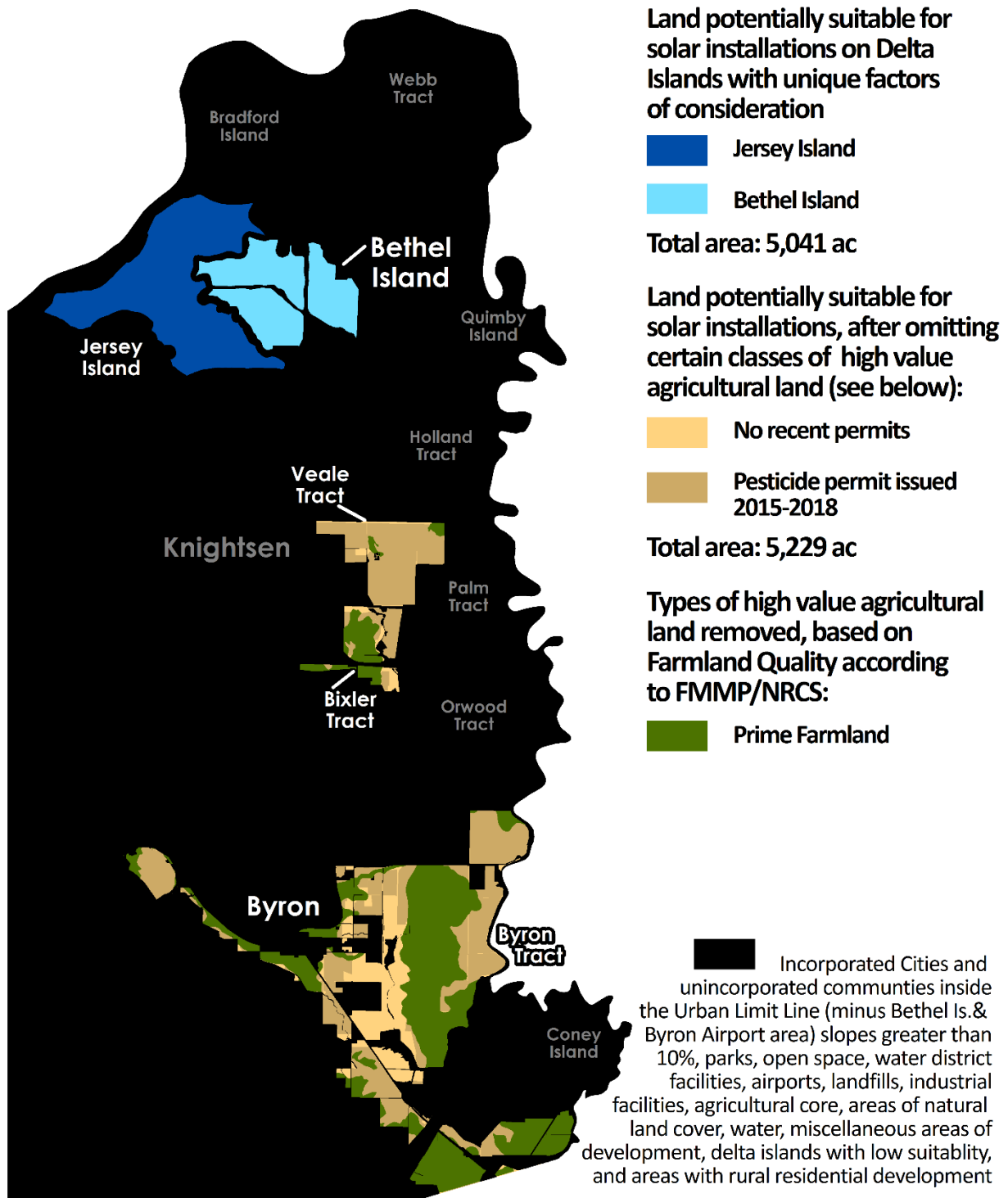
Delta Islands with unique considerations

- Land owned by Ironhouse Sanitary District. It has a general plan designation of PS Public - Semi Public. The agency is considering different uses.
- Bethel Island is inside the Urban Limit Line. In general there are significant obstacles to urban development on the island, but it does have a more robust levee maintenance district, more infrastructure, a wider risk pool in the event of levee failure, and fewer tradeoffs than other delta islands.
- Incorporated Cities and unincorporated communities inside the Urban Limit Line (minus Bethel Is. & Byron Airport area) slopes greater than 10%, parks, open space, water district facilities, airports, landfills, industrial facilities, agricultural core, areas of natural land cover, water and miscellaneous areas of development

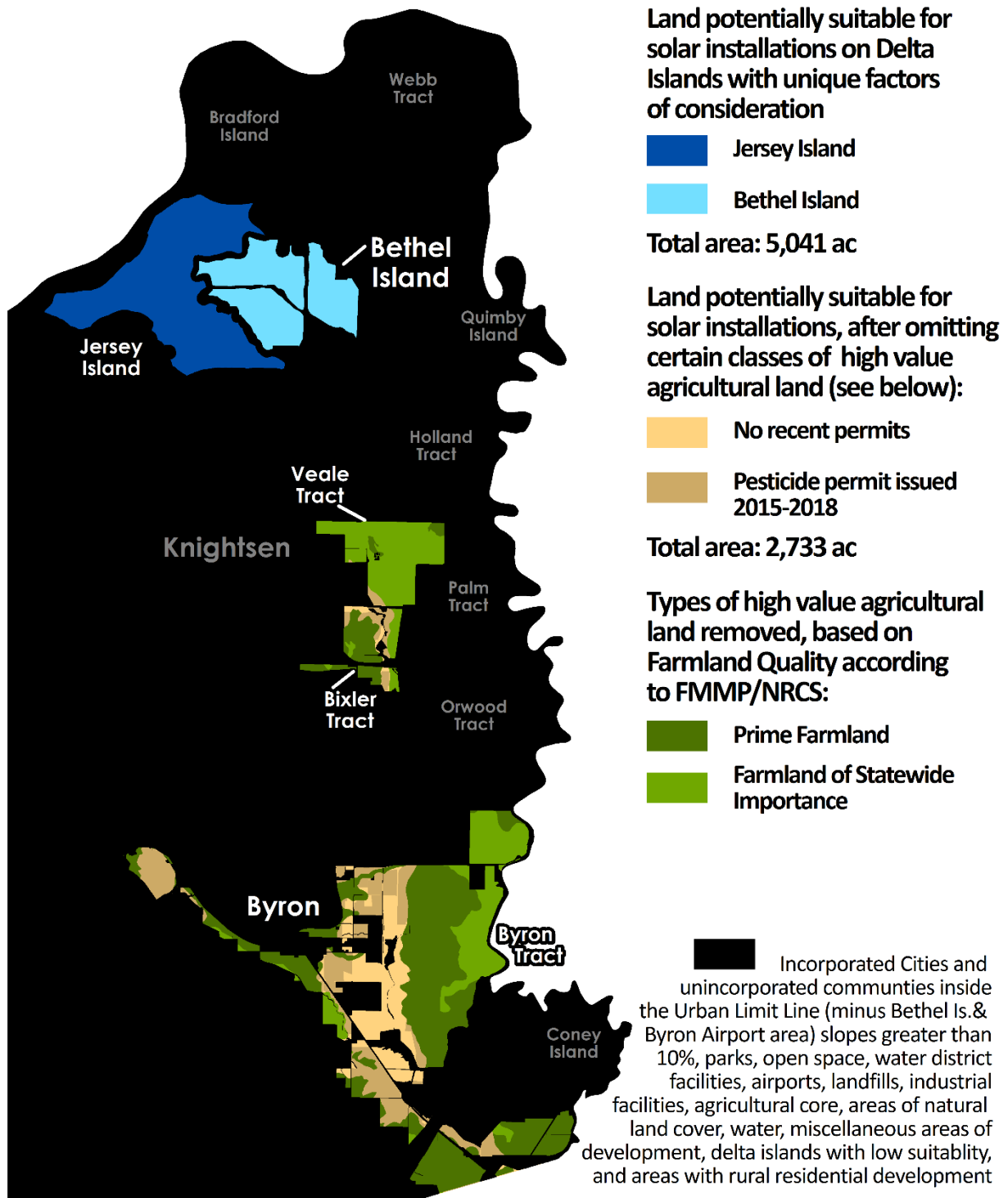
Evaluation of constraints for siting solar on agricultural lands



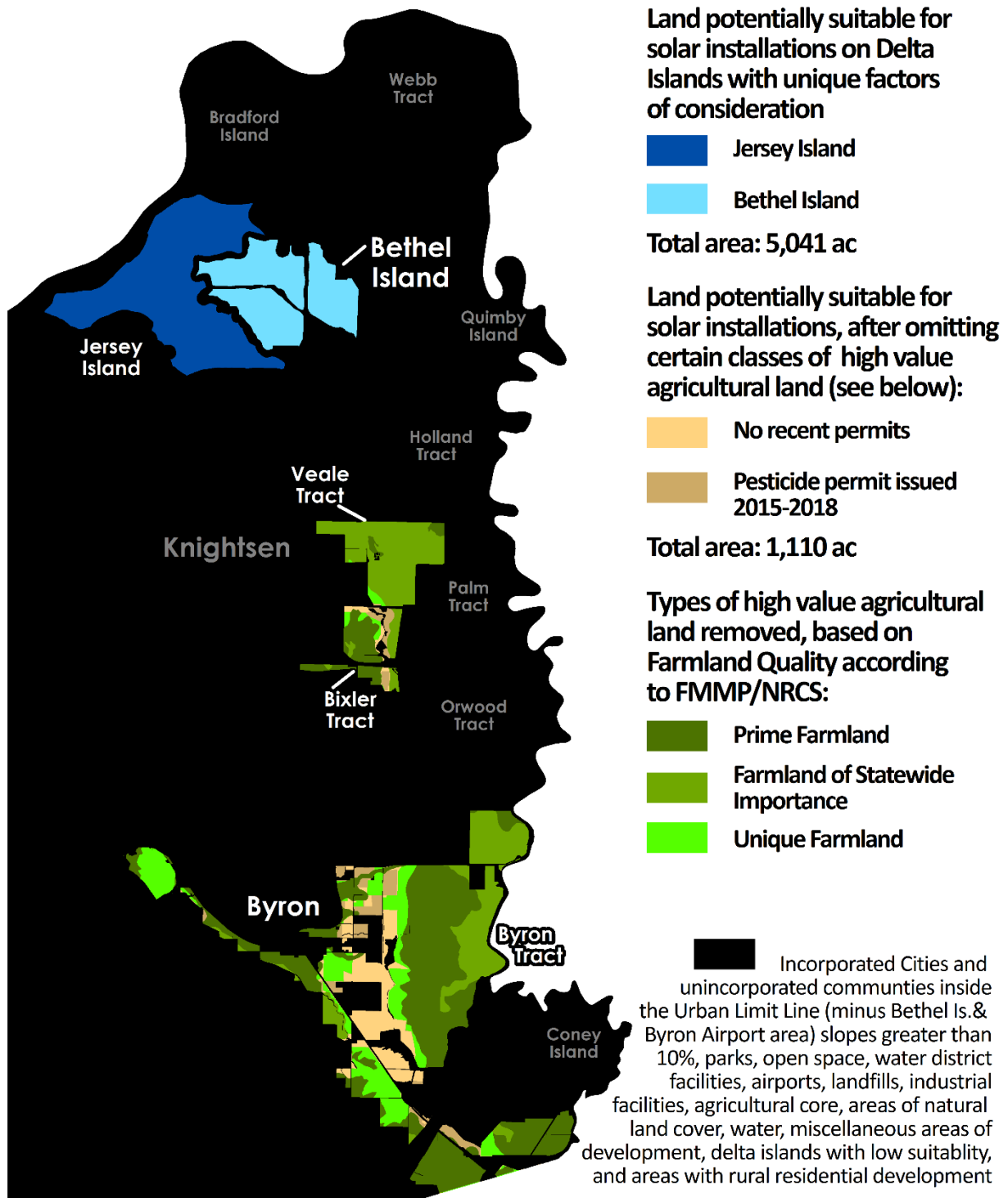
Evaluation of constraints for siting solar on agricultural lands



Evaluation of constraints for siting solar on agricultural lands



Evaluation of constraints for siting solar on agricultural lands



Evaluation of constraints for siting solar on agricultural lands

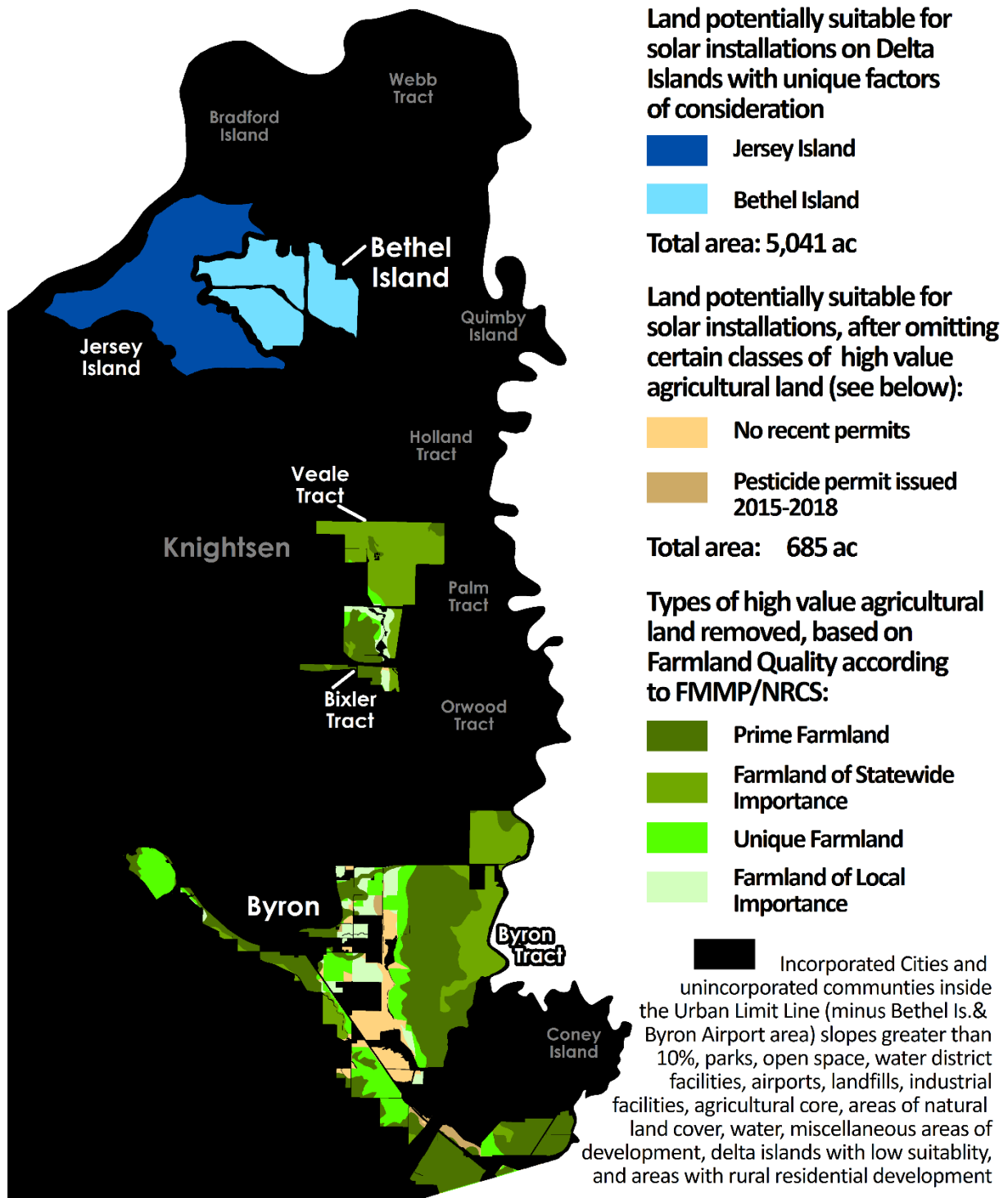


Table 1. Contra Costa County Renewable Resource Technical Potential

Type		MW Capacity		Annual MWh	
		Low	High	Low	High
Solar	Rooftops	1450	2600	2,290,000	4,100,000
	Parking Lots	180	530	280,000	840,000
	Unlikely to be Developed	120	310	190,000	490,000
	Agricultural Land with Low-High Constraints	760	970	1,200,000	1,530,000
	Total Solar	2,510	4,410	3,960,000	6,960,000
Wind	Total Wind	35	35	76,700	76,700
Biomass	Agricultural	3	6	24,100	48,200
	Wood Waste	6	26	48,000	192,000
	Landfill	62	78	460,000	580,000
	Total Biomass	71	110	531,000	821,000
Biogas	Food Waste	1.5	1.8	10,000	13,200
	Waste Water	1.7	2.0	12,400	15,200
	Landfill Gas:	11	14	83,400	104,200
	Total Biogas	14	18	107,000	133,000
Grand Total		2,600	4,600	4,674,000	7,990,000

Includes resources located in both the unincorporated areas of the County and the cities in the County. Estimates reflect future potential and do not include current renewable generation in the County.

Table 2. Existing Renewable Capacity in Nine-County Bay Area Counties, Plus San Joaquin County^a
(Sorted by Total Installed Capacity of Renewables)

County	Biomass MW	Solar MW	Wind MW	Total Bioenergy, Solar, and Wind MW	Total MW renewable	Population
Solano	10	18	1,035	1,063	1,063	445,458
Alameda	24	15	182	221	221	1,663,190
San Joaquin	82	10	4	96	107	745,424
Contra Costa	7	31	38 ^b	76	76	1,147,439
Santa Clara	3	30		33	33	1,938,153
Sonoma	8	14		22	1263	504,217
San Francisco	2	14		16	16	884,363
San Mateo	11			11	11	771,410
Marin	4	3		7	7	260,955
Napa	1	2		3	3	140,973

^a Data from December 2017 Tracking Progress report (CEC):

http://www.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

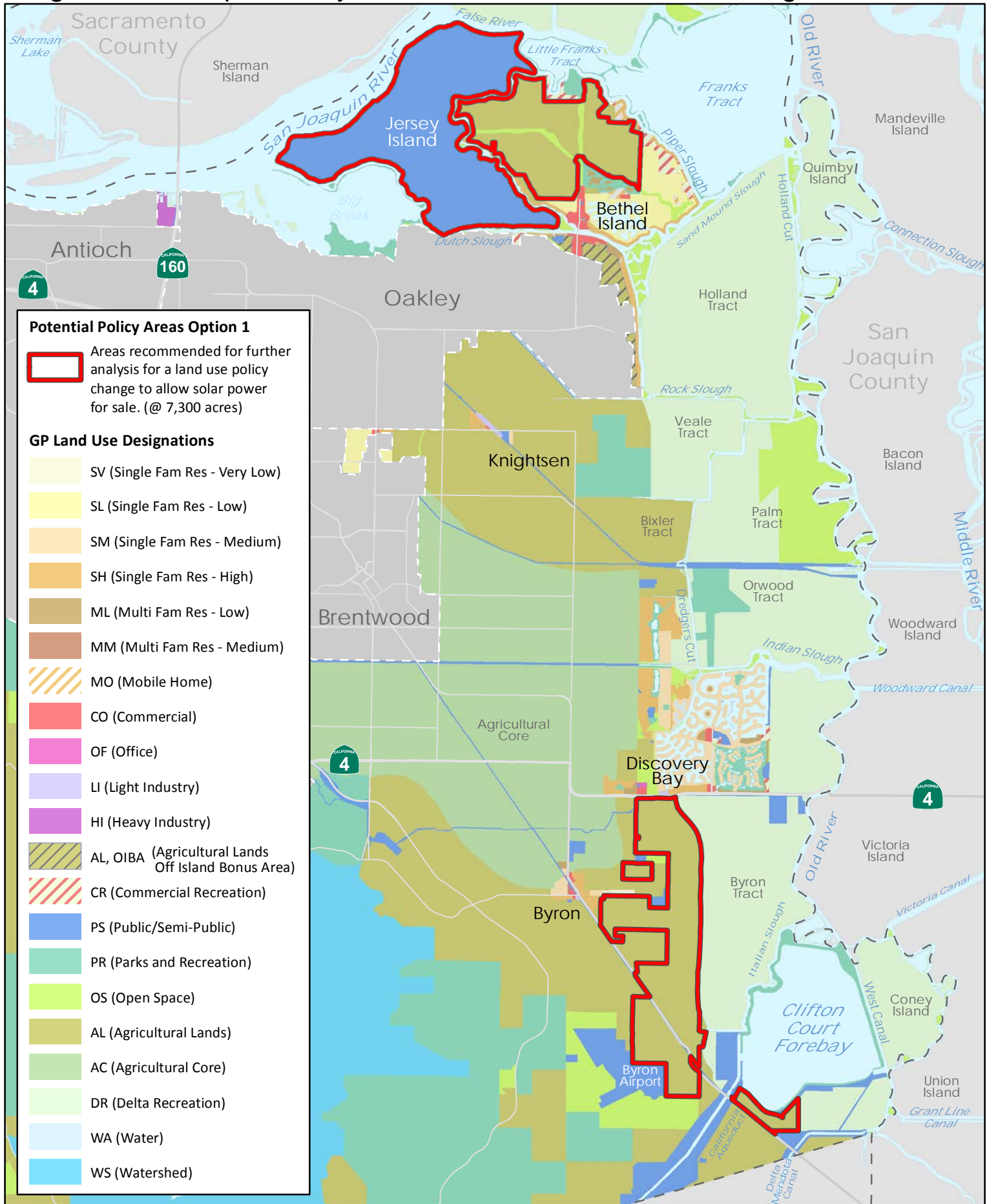
^b Note that this undercounts the total installed wind in the County, most likely because the output of some of the County's wind projects is likely being purchased by entities that are retiring the Renewable Energy Credits (RECs) without directly being counted toward a compliance obligation.

Table 2. Permits for Rooftop Solar

Summary of Roof Mount PV Permits Issued			
Year	# of Roof Mount Solar	# of Epermits	Notes
2008	315	NA	
2012	525	NA	
2014	1343	NA	
2015	1630	28	PVR ePermits implemented September 2015
2016	1436	333	
2017	1630	358	
2018	1337	385	Permit data from 1/1/2018-11/30/2018

Option 1

Figure 1 - Land potentially suitable for solar installations on agricultural land



Option 2

Figure 2 - Land potentially suitable for solar installations on agricultural land

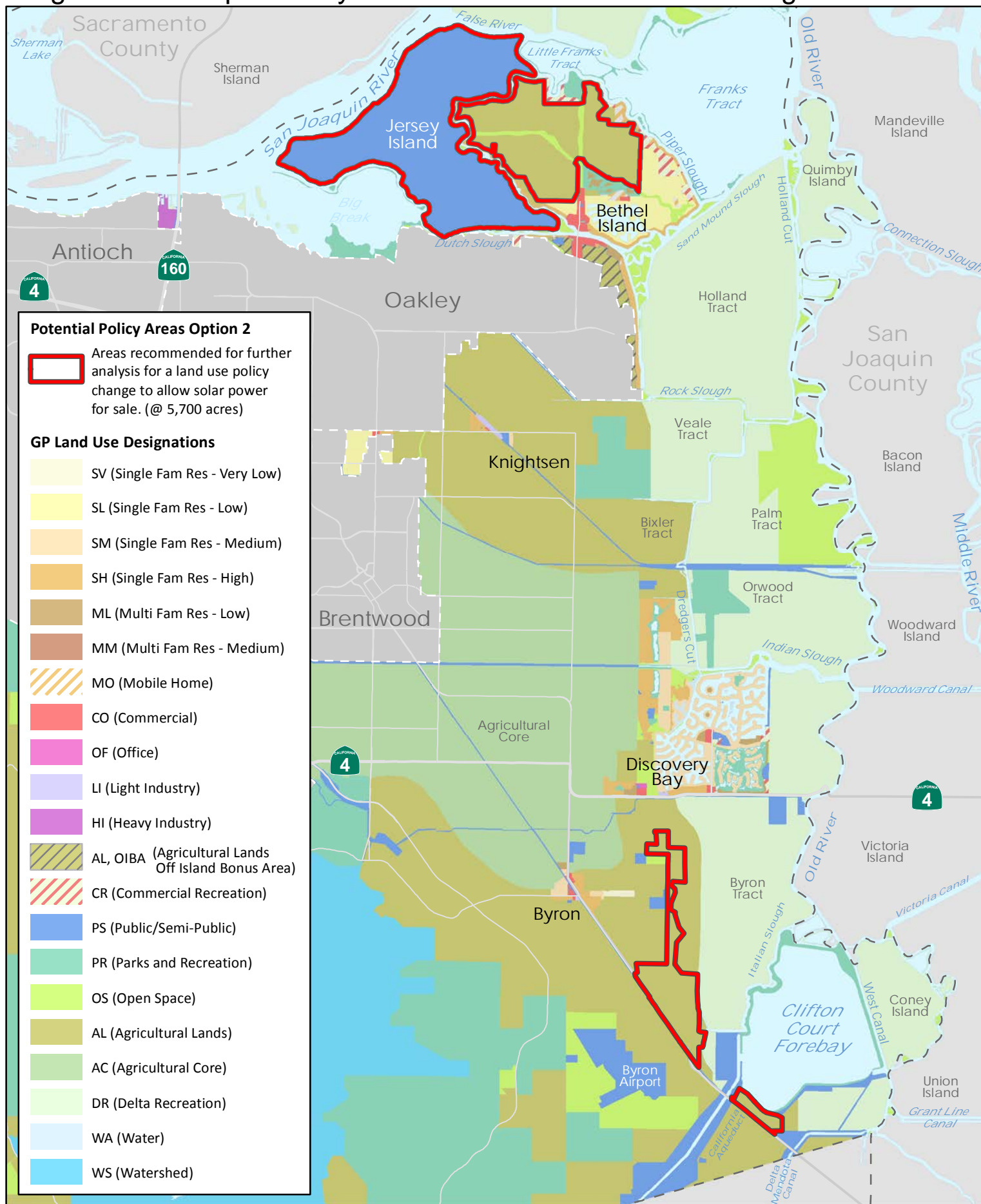


Figure 3 - Two views of the southern portion of Option 1: Suitability for solar installations on agricultural land

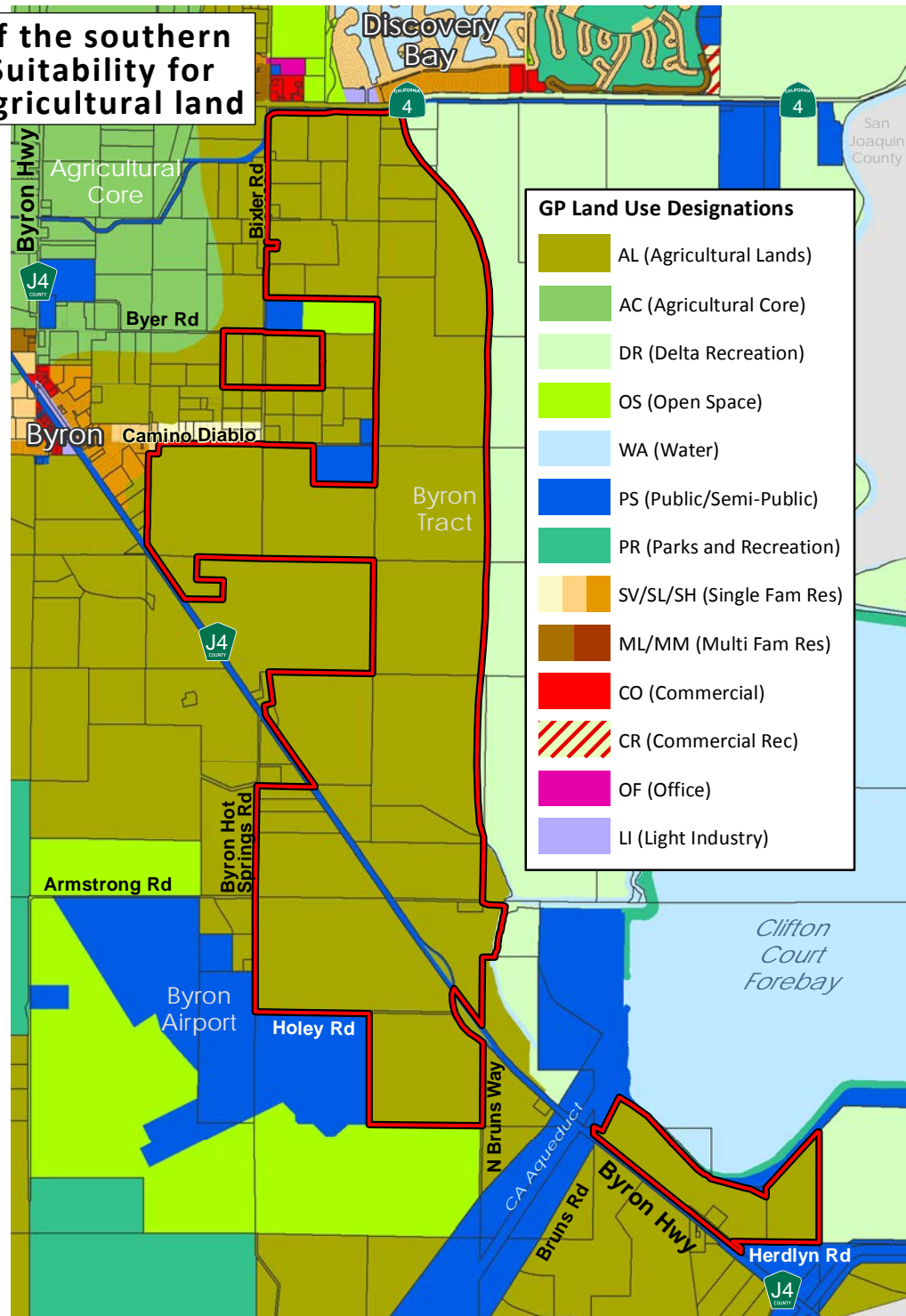
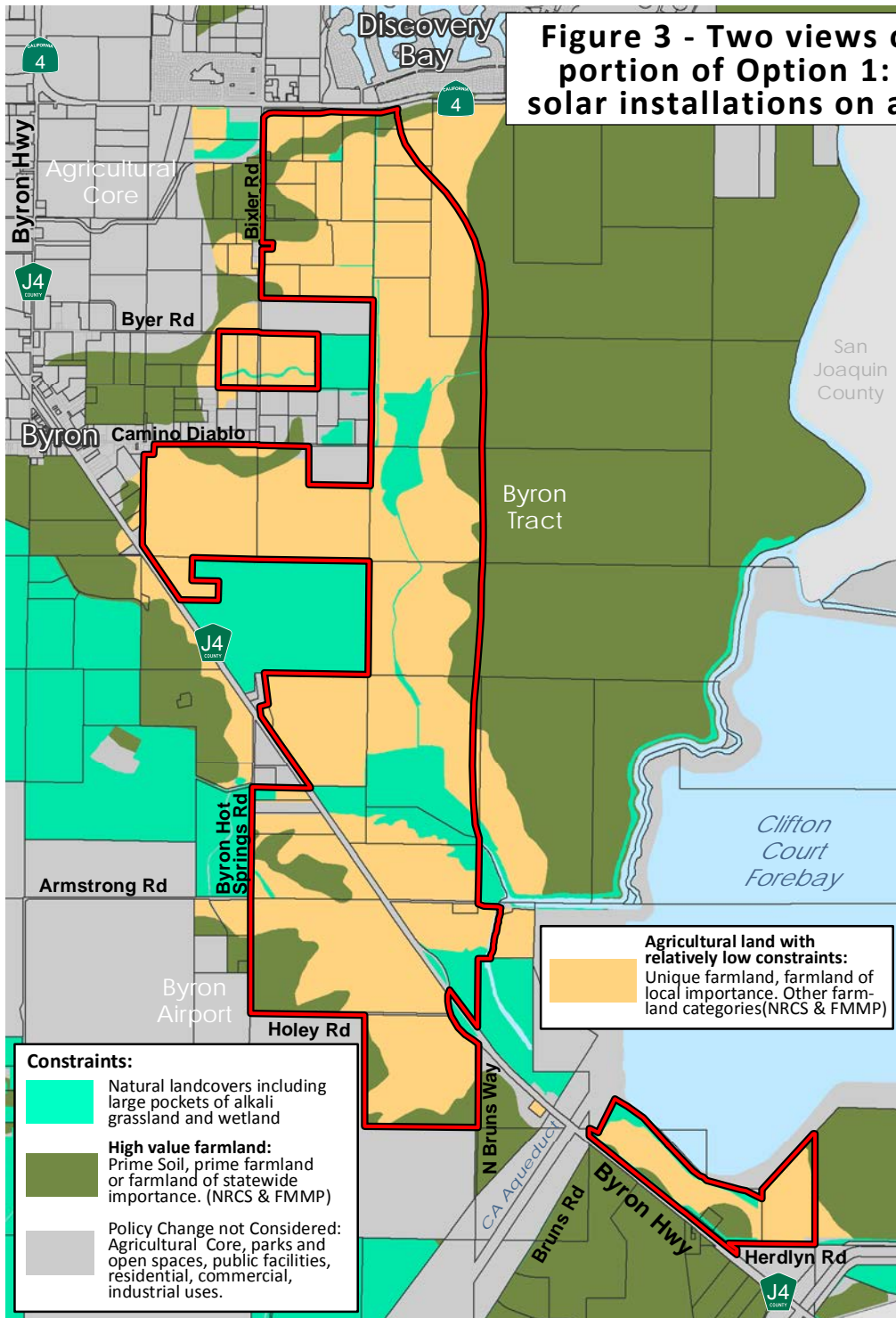
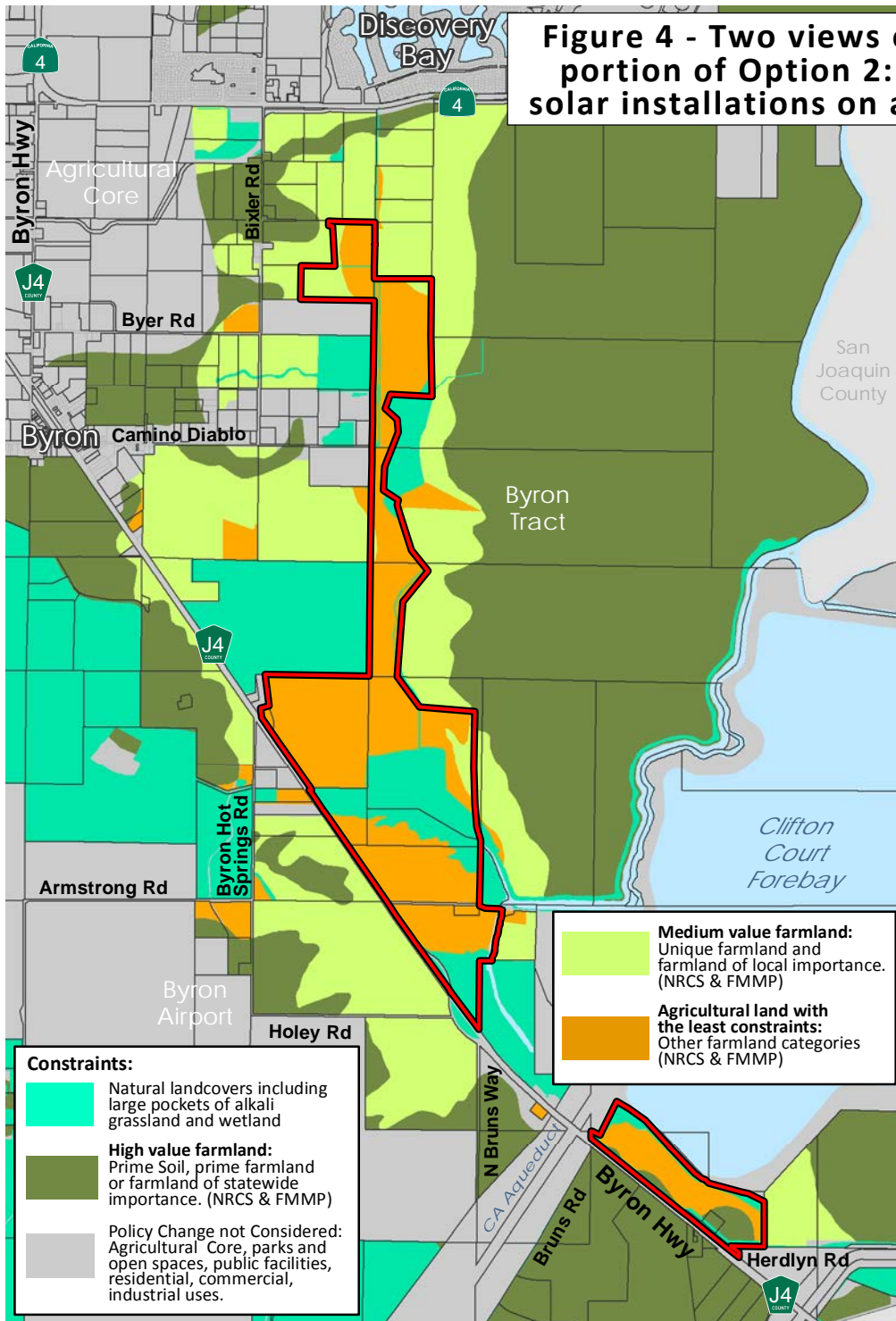


Figure 4 - Two views of the southern portion of Option 2: Suitability for solar installations on agricultural land





Mount Diablo Audubon Society

P.O. Box 53

Walnut Creek, California 94597-0053

www.diabloaudubon.com

August 14, 2018

Ms. Jody London, Sustainability Coordinator
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Re: Contra Costa County Renewable Resource Potential Study

Dear Ms. London:

Mt. Diablo Audubon Society (MDAS) appreciates the opportunity to participate in the County's efforts to assess the County's renewable resource potential, and to update its zoning ordinance to incorporate consideration of renewable energy projects. We support implementation of the State's 50% Renewable Procurement Standard and the formation of Community Choice Associations which promote increased renewable energy; however, we recognize that Contra Costa County is an urban county, and opportunities for development of large-scale renewable projects are limited.

MDAS has two levels of comment relating to the County's study: those addressing broader County objectives and goals that increase use of renewable energy, and those making specific comments on development of zoning ordinance changes.

Suggested County Approaches to Developing Renewable Energy Goals

We encourage the County to develop policies that reduce dependence on carbon-based fuels based on an understanding of the County's current energy budget. In a previous email, we have provided you with data we obtained from the California Energy Commission (CEC) which we hope may be useful to County staff in estimating energy use and production in Contra Costa County.

1. An initial step is to estimate:
 - a. Current county-wide annual energy use (total gas and electric consumption by residential and non-residential consumers)
 - b. Transportation fuel consumption, and
 - c. Percentage of energy use derived from renewable sources.
2. Establish policies that set achievable energy conservation and renewable energy production targets tied to specific milestones.
3. Develop and budget achievable energy conservation and renewable energy targets for the County's facilities and vehicle fleet tied to specific milestones.

Examples of projects to consider are:

- Adding energy efficiency improvements to County facilities;
- Increasing behind-the-meter solar at County facilities such as solar-paneled parking lot covers;

- Replacing retiring fleet vehicles with electric vehicles (EVs);
- Installing charging infrastructure at all County facilities (with EV parking located in prime close-in parking spaces to encourage public purchase of EVs); and
- Increasing renewable electricity purchases through Community Choice partnerships.

Comments on Changes to the County Zoning Ordinance to Accommodate Renewable Energy Development

We are pleased with the County Planning Department's thoughtful approach to development of recommended changes to the zoning ordinance to encourage development of renewable energy projects in suitable locations. We offer the following comments for your consideration:

1. We support development of solar energy projects on brownfield sites, parking lots and infill areas such as freeway cloverleafs.
2. We support the development of renewable resources inside the Urban Limit Line. However, we do not believe any change in the current Zoning Ordinance should allow or support renewable development beyond the Urban Limit Line without a Conditional Use Permit and full Environmental Impact Report (EIR). This includes the Byron Airport area.
3. We do not support solar development within the East County Agricultural Core. Limited behind-the-meter solar applications may be acceptable in farming areas when there is a demonstrated net carbon reduction in the farming operation, and loss of cultivated land is minimal.
4. We do not support solar development in wetlands or sensitive wildlife areas, regardless of proposed mitigation.
5. We do not support new wind development in East County, particularly in the Delta. We are willing to work with the County and other stakeholders on proposals to repower any existing wind farms where it reduces the impact of wind generation on wildlife.
6. We do not support bio-waste generation projects where bio-wastes are transported into the County.

MDAS appreciates your consideration of our input to your efforts to determine and plan for Contra Costa County's Renewable Resource Potential.

Sincerely,



Bill Chilson
Member, Mount Diablo Board of Directors

CC: Mr. John Kopchik, Department of Conservation and Development
Paul Schorr, President, MDAS
Kent Fickett, Vice President, MDAS
Nancy Wenninger, Conservation Chair, MDAS

November 12, 2018

Jody London
Sustainability Coordinator
30 Muir Rd.
Martinez, CA 94553

RE: Contra Costa County Renewable Resource Potential Study

Dear Ms. London,

For over 50 years, Greenbelt Alliance has been the champion of the places that make the Bay Area special. We defend natural and agricultural landscapes from sprawl development and help create great cities and neighborhoods to make the Bay Area an even better place to live. Since the 1980s, we have provided an independent validation of outstanding infill development to help ensure that the right development happens in the right place.

Greenbelt Alliance is enthusiastically in favor of Contra Costa County's efforts to pursue renewable energy opportunities, and supports renewable energy as a necessary strategy to reduce carbon emissions that contribute to climate change. Contra Costa County's Renewable Resource Potential Study highlights solar energy as a primary source of potential renewable energy in the county and investigates four primary solar energy production types. We wholeheartedly support policies that support the production of solar energy resources on rooftops, parking lots, and urban land that is unlikely to be developed. We urge caution, however, when pursuing the development of solar energy resources on agricultural land.

In evaluating the solar potential of Contra Costa County, we recommend utilizing the analysis in Renewable Resource Assessment that excludes unique farmland and farmland of local importance. These designations indicate agricultural land of high value that is best used for growing food, not for producing energy. The majority of the county's solar potential can still be realized while protecting its limited supply of viable high-quality farmland.

We are neither supporting or opposing the development of solar resources on other types of agricultural land or the Delta Islands.

We support Contra Costa County's efforts to promote and incentivize renewable energy production within the county on rooftops, parking lots, and urban land not likely to be developed, and commend the efforts of this report to pursue this goal.

Sincerely,

Hayley Currier
East Bay Regional Representative
hcurrier@greenbelt.org
(415) 659-8624

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Proud Member of

Land Trust Alliance

California Council of Land Trusts

Bay Area Open Space Council



November 9th, 2018

Jody London

Sustainability Coordinator

30 Muir Rd.

Martinez, CA 94553

RE: Save Mount Diablo Comments on the Contra Costa County Renewable Resource Assessment

Dear Ms. London,

Save Mount Diablo (SMD) is a non-profit conservation organization founded in 1971 which acquires land for addition to parks on and around Mount Diablo and monitors land use planning which might affect protected lands. We build trails, restore habitat, and are involved in environmental education. In 1971 there was just one park on Mount Diablo totaling 6,778 acres; today there are almost 50 parks and preserves around Mount Diablo totaling 110,000 acres. We include more than 8,000 donors and supporters.

We appreciate the opportunity to comment on the Contra Costa County (County) Renewable Resource Assessment (Report). SMD is strongly in favor of pursuing renewable energy in order to decrease and/or avert the negative impacts of global climate change. We have commented on and been involved in several renewable energy projects, including repowering wind turbines in the Altamont Pass to produce renewable energy while at the same time reducing negative impacts on wildlife. We have also implemented practices on our own properties and activities to reduce greenhouse gas emissions and increase the potential of our properties to absorb carbon from the atmosphere.

Our comments are related to the potential policy implications of the Report's findings, not the technical aspects of the analyses used to produce the Report. Since the vast majority (between 85% and 97%, depending on the assumptions and metric) of overall renewable energy generation potential in the County is from solar, that is where we have focused our comments.

We are very pleased that the County has the potential to meet somewhere between 50% and 83% of its energy needs (per the assumptions and metrics outlined in the Report) with renewable energy. However, we are concerned about the ramifications of potential policies that could encourage the production of industrial-scale solar energy on agricultural land that is currently in production.



Of the four primary solar energy production types outlined in the report, three are not associated with rural or agricultural land: rooftops, parking lots, and urban land unlikely to be developed. Using the values found in Table 1 of the Report, we calculate that by relying on just these three types of solar energy, the County could produce between 70% and 78% of its full (ie, if solar on agricultural lands was included) solar energy production potential. Since producing these types of solar energy would only affect already-developed land and add a productive use without removing one (as opposed to what solar installations on agricultural land would do), we wholeheartedly support the creation of policies and incentives to rapidly develop these three solar energy types in the County.

County staff have done an excellent job of explaining how they used GIS layers to produce different constraint scenarios for siting solar on agricultural lands. With respect to the solar potential of agricultural land analyzed in the Report, two scenarios were presented: one where the only agricultural land available for solar was the least likely to have significant agricultural value, and a second version that loosened criteria and included unique farmland and farmland of local importance (as defined by the State Farmland Mapping and Monitoring Program) as areas where rural solar could be developed. These are illustrated in Figures 1 and 2 below, which were taken from Appendix D of the report.

Preliminary Draft

CADMUS

Evaluation of constraints for siting solar on agricultural lands

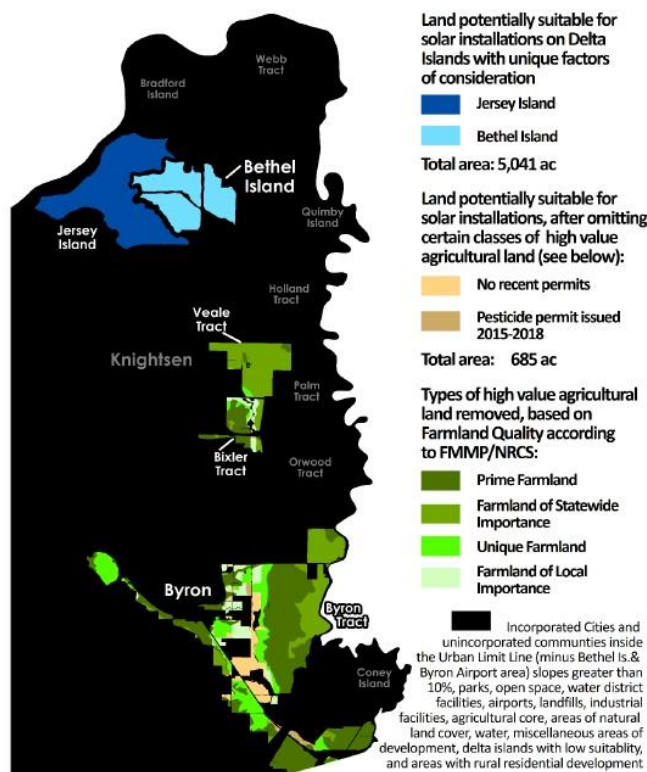


Fig. 1. First version of the rural ground-mounted solar analysis, where the only agricultural land available for siting solar is that which is least likely to have significant agricultural value. 685 acres (excluding Delta Islands, which we are not commenting on) would be potentially suitable for solar installations after omitting high value agricultural land (which includes unique farmland and farmland of local importance).

Evaluation of constraints for siting solar on agricultural lands

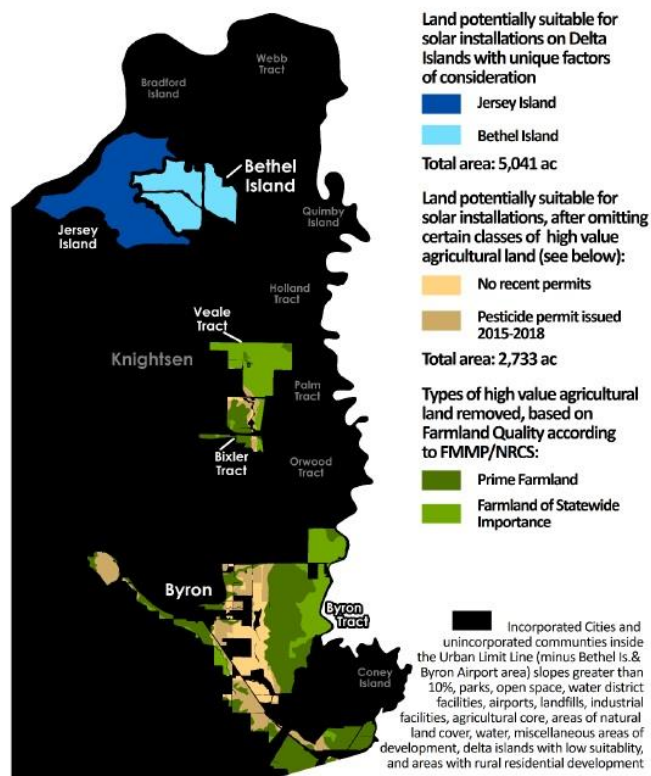


Fig. 2. Second version of the rural ground-mounted solar analysis, where the agricultural land available for siting solar includes certain types of high value agricultural land (ie, unique farmland and farmland of local importance). 2,733 acres (excluding Delta Islands, which we are not commenting on) would be potentially suitable for solar installations.

We see the first version of the analysis (Fig. 1), where the only agricultural land available for siting solar is that which is least likely to have significant agricultural value, as a good balance between solar expansion and farmland preservation. Together with the other three types of solar (rooftops, parking lots and urban land not likely to be developed) analyzed in the Report, the County can realize nearly all of its solar energy potential without sacrificing its productive farmland. We strongly encourage the County to develop policies to encourage solar energy and increase production ASAP, focusing on the three non-agricultural solar types analyzed in the Report and the first version of the rural solar analysis (solar only on agricultural land least likely to have significant agricultural value). Section 4.4 of the Report outlines several existing frameworks that the State and other Bay Area counties use to reduce barriers and facilitate appropriate solar types. The County could use these as starting points to develop its own policies.

Advances in solar technology may increase the frequency of colocation or allow an area of land to concurrently be farmed and produce solar energy without negatively impacting, or perhaps even increasing, crop productivity. However, currently the most likely scenario is that solar development removes land from most or all types of agricultural production for the duration of the lease, which may last several decades. Therefore, County renewable energy policies should not encourage solar development on viable agricultural land.

Regards,

Juan Pablo Galván
Land Use Manager

MCE Comments: Contra Costa County Renewable Resource Assessment (1st DRAFT)

As a local government partner committed to advancing renewable energy development, MCE commends Contra Costa County and its participating cities for commissioning the draft Renewable Resource Assessment. In this spirit, MCE respectfully submits the comments below for consideration. All suggested edits and additions are identified in **green**.

Requests for more information, points of clarification or further discussion are most welcome; please direct these to MCE's Community Development team here: ComDev@mceCleanEnergy.org. Many thanks!

In partnership,

The MCE Team

2. Introduction – p. 8

- Currently: "...In 2017, the County joined MCE to accomplish these objectives. The County also has started the process of updating its Climate Action Plan..."
 - Suggested edit/addition: "...In 2017, the County joined MCE to accomplish these objectives, **along with thirteen of its incorporated jurisdictions (five of which had already joined MCE between 2012 and 2015)**. The County also has started the process of updating its Climate Action Plan..."

2.1 Purpose – p.8

- "What is a Feed-In-Tariff (FiT)?" [Box at right side of page]
 - Currently: "MCE...offers 20-year contracts to Contra Costa County photovoltaic project developers at a guaranteed price level to encourage local solar project development...MCE's current compensation for solar is..."
 - Suggested edit/addition: "MCE...offers 20-year contracts to Contra Costa County **renewable energy** project developers at a guaranteed price level to encourage **local project development of wind, solar, biopower and all resources that comply with California's Renewable Portfolio Standard (RPS)** ...MCE's current compensation for solar is..."

2.3.2 MCE in Contra Costa County – p.14-15

- Currently – p.14: "MCE, California's first Community Choice Aggregation program, has been active in Contra Costa County since July 2012; the program expanded to include eight more cities and the County's unincorporated communities in 2017..."
 - Suggested edit/addition: Currently: "MCE, California's first Community Choice Aggregation program, has been active in Contra Costa County since July 2012."

The City of Richmond was the first Contra Costa city to join, followed by El Cerrito, San Pablo, Lafayette and Walnut Creek from 2014 to 2015. In 2017, the program expanded to include eight more cities (Concord, Danville, Martinez, Moraga, Oakley, Pinole, Pittsburg, and San Ramon) and the County's unincorporated communities."

- Currently – p.15: "MCE currently offers three energy products: a 'light green' option...a 'dark green' option; and..."
 - Suggested edit/addition: "MCE currently offers three energy products: a '*Light Green*' option...a '*Deep Green*' option; and..."
- Currently – p.15: "MCE helps to stimulate **local** renewable generation growth in two ways. First, through its Feed-In Tariff (FIT) program..."
 - Suggested edit/addition: "MCE helps to stimulate **local** renewable generation growth in *five* ways: 1) through its Feed-In-Tariff (for projects less than 1 MW in size); 2) through its Feed-In-Tariff Plus (for projects of 1-5 MW in size; 3) through its Net Energy Metering (NEM) rates; 4) through bilateral power purchase agreements (PPAs) with developers for local projects, including those built on brownfields; and 5) through its 'Local Sol' service option, which allows customers to purchase 100% renewable energy from a specific local project (i.e., Novato's Cooley Quarry 1 MW solar array).

First, through its Feed-In Tariff (FIT) program, MCE provides local, small-scale, renewable energy producers with 20-year contracts that help secure construction financing by providing certainty in revenue streams. The program determines pricing on a schedule based on the number of confirmed participants and the position of any given projects within the program's queue. Five solar facilities within MCE's service area have been built through the FIT program, two of which are located within Contra Costa County (two 1 MW ground-mount arrays at Richmond's Freethy Industrial Park and a 1 MW solar carport at Oakley's RV and Boat Storage). Projects must be less than 1 MW in size to qualify for MCE's FIT.

Second, through its Feed-in Tariff Plus (FIT Plus) program, MCE provides similar incentives and standardized contract terms to developers of local projects between 1-5 MW in size. Both MCE's FIT and FIT Plus pricing terms are available throughout MCE's service area.

Third, MCE offers competitive Net Energy Metering (NEM) rates and benefits to commercial and residential rooftop solar customers within its service area. These include crediting surplus generation at retail rates + \$0.01/kWh; allowing credits to 'roll over' from year to year; and offering an annual 'cash out' in which

customers who generate more than \$100 of surplus NEM credits can elect to receive a check for the credited value.

Fourth, MCE expands local renewable energy development through bilateral, long term power purchase agreements (PPAs) with developers. In so doing, MCE can help repurposing brownfields and other underutilized local resources. For example, MCE completed construction of its Solar One facility in April 2018, a 10.5 MW, 60-acre production facility. Constructed in partnership with Chevron and [RichmondBUILD](#)—a public/private partnership that supports clean energy job training and placement—the project supported 341 jobs. Meanwhile, MCE’s Solar One project sought to maximize local economic benefits by requiring a 50% local resident workforce and utilizing Contra Costa-based contractors and suppliers, particularly those partnering with building trades unions.

MCE’s recent expansion into the County presents an opportunity for the County to expand renewable generation. MCE’s projected demand increase (paired with long-term purchasing contracts it offers through the [FIT and other programs](#)), means the County could negotiate to expand generation on County property. Richmond’s experience demonstrates that the County can negotiate with MCE to provide workforce training partnerships and local employment, and to identify projects that benefit underserved communities. Currently, the MCE FIT and FIT plus programs have 30 MW remaining in their queues ([10 MW & 20 MW respectively](#)).

Lastly, MCE’s Local Sol service option allows a limited number of self-selecting customers to purchase 100% renewable energy from a specific local renewable energy facility. MCE’s current Local Sol option sources its energy from the 1 MW solar array built in Novato’s Cooley Quarry. Once the current Local Sol option is fully subscribed (at approximately 300 customers), MCE may create a second, similar option sourced from another renewable energy facility built within its service area. This second facility could potentially be located within Contra Costa County.

3.6.1 Breakout of Potential in Specific Location Types within the County: MCE Eligible Solar and Wind Resource Potential – p.68

- Currently – p.68: “...Rooftop solar and parking lot solar was assumed not to use the FIT as they would be net metered.”
 - *Just FYI: Some of MCE’s existing FIT projects have been built on rooftops (in San Rafael and Larkspur), and over parking lots (in Oakley).*

4.4.4 Action for Consideration: Accelerating Development of Parking Lot Arrays and Arrays on ‘Urban Land Unlikely to be Developed’ – p. 79-80

- Currently: - p.80: “...5. Work with MCE to explore incentives: The County could consider a collaboration to explore whether it would be possible to preferentially encourage the

development of solar on parking lots or urban land unlikely to be developed for other uses through potential future versions of the MCE FIT program.

- Suggested edit/addition: Add the following: *“Several completed projects within MCE’s service area provide instructive examples for utilizing these types of locations, including MCE’s Solar One (built on a remediated brownfield); Novato’s Cooley Quarry (built in a closed quarry), and Oakley’s RV and Boat Storage (a solar carport).”*

Jody London

From: william.love@yahoo.com
Sent: Tuesday, November 06, 2018 9:37 AM
To: Jody London
Cc: William Love
Subject: Renewable Resource Potential Study - Nov. 12 comment submittal

Hi Jody,

It was good seeing you at the meeting last week. I think the report is really taking shape nicely and reflects a lot of thought and effort. I only have three comments that you and Camus may want to consider adding to the report:

1. Rooftop: I think the report does a good job tamping down expectation about a solar on rooftop building boom and does note that the County has taken significant strides in reducing soft costs. That is all good to note but I would take it one step further by noting the following: The private sector has a very robust, multi-million dollar advertising/marketing campaign to convince people to go solar with very compelling economics and in some cases, no money down scenarios. We have all seen the ads.... This, and word of mouth, I would have to believe is the primary driver in getting the approximately 1500 installations (I think that was the permit number) done in Contra Costa County. I doubt, short of undertaking its own expensive advertising campaign offering cash incentives or promoting PACE financing, the County will be able to significantly increase the adoption rate by homeowners/small businesses then currently exists given what private companies are already doing. The County, as I see it, has really done all it can by making solar so easy to install from a permitting standpoint. Bottom line is the County can't really do much to expand things. If it works, it's working...it would be a stretch to think the County could spur additional rooftop development through its actions.

2. The report does note that it is now permitted to develop larger scale solar in commercial and industrial zones. I would add, though, what percentage of County land that represents. It is very small and given the attractive zoning classification, the highest and best use for those sites would only rarely be solar. How many applications has the County received since allowing development in these zones? I bet not many/any. I mention this as I think it is important to let the Supervisors not have an inflated expectation on how much will be built on those sites as I don't think it will be much.

3. I didn't see anywhere in the report mention of the Investment Tax Credit (ITC). As you probably know, it is currently slated to step down/end in coming years. That will significantly effect the financial viability of many of these envisioned renewable energy projects. The Supervisors really need to know they have little time to waste in opening things up to development if they are serious about facilitating adoption of renewable energy within the County.

So that is my two cents for what it is worth. Please feel free to call or email me with any questions. Thanks!

Bill Love

415.990.9411

Jody London

From: Marisa Mitchell <marisa@intersectpower.com>
Sent: Tuesday, November 13, 2018 12:53 PM
To: Jody London
Cc: philip.kreycik@cadmusgroup.com
Subject: Re: Comments on Renewable Energy Potential Study

Please see minor (but important) comments on pages 21, 44, 78, and 80. Thanks for the opportunity to comment.

Marisa Mitchell
Principal
INTERSECT POWER
415.846.0730
(e) marisa@intersectpower.com
www.linkedin.com/in/marisa-mitchell-ab320a10

On Tue, Nov 13, 2018 at 11:21 AM Marisa Mitchell <marisa@intersectpower.com> wrote:

Jody,
I'm planning to deliver comments today. Sorry for the delay.

Marisa Mitchell
Principal
INTERSECT POWER
415.846.0730
(e) marisa@intersectpower.com
www.linkedin.com/in/marisa-mitchell-ab320a10

On Mon, Oct 29, 2018 at 3:27 PM Jody London <Jody.London@dcd.cccounty.us> wrote:

Great! Thanks.

Jody London

Sustainability Coordinator

Contra Costa County, Department of Conservation and Development

30 Muir Road

Martinez, CA 94553

DRAFT

Note: Comments from Intersect are on p. 21, 44, 78, and 80.



Contra Costa County Renewable Resource Assessment

October 25, 2018

Prepared for:

Contra Costa County Department of
Conservation and Development

30 Muir Road
Martinez, CA 94553

- From renewables industry representatives:
 - Plowed agricultural land often can be developed for wholesale renewables more easily and less expensively than urban land. Therefore, the County should not omit such lands in calculating its technical renewable potential.
 - Emerging solar and wind technologies may be compatible with multiple uses on site, and any regulations should account for these diverse technologies.
 - Renewable energy developers appreciate clarity and predictability related to values that the County finds most important to protect through land-use policy.

3.2. Solar Methodology and Results

As noted, this study focused on solar due to current market trends in California, the County's large solar potential relative to other new renewable generation sources, stakeholder interests, and the need to evaluate tradeoffs associated with land used for solar (when it could otherwise be used for other values).

Due to large-scale solar farms' land-intensive nature, the Contra sought to understand the magnitude of available renewable resources and the typical costs for these resources, in light of multiple types of solar. These range across the following:

- Solar with negligible impacts on future land use (e.g., rooftop solar)
- Solar *unlikely to* impact on future land use (e.g., solar on parking lots not expected to be redeveloped into other community assets, or solar on land deemed unlikely to be developed for other purposes within the ULL)
- Solar that could present land-use tradeoffs with agricultural preservation, development goals, and/or environmental/habitat protection (e.g., solar outside of the ULL)

For each of these resource types, the County sought to understand typical costs and the likelihood of resource development.

Accordingly, the study organizes solar research according to those types, and the report's following sections present solar results in order from the least potential for tradeoffs and constraints to the highest potential for tradeoffs and constraints.

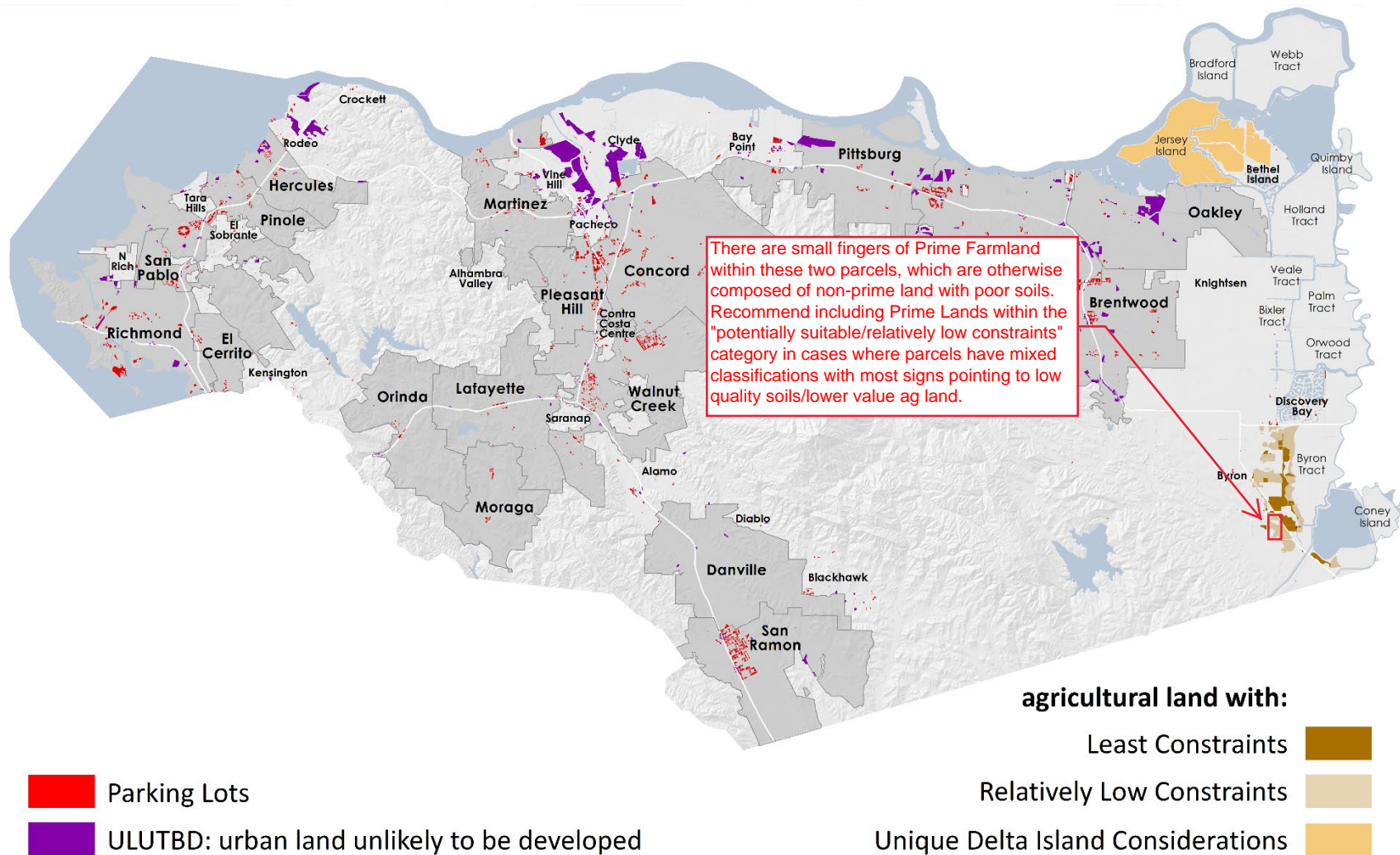


Pittsburg Unified School District (PUSD) is piloting innovative new technologies to co-locate solar with other technologies. PUSD is putting Agro Energy Solar Panels above a bioswale, where the AP Biology classes will be planting crops and measuring the impact of the solar panels on plant productivity.³¹

³¹ Source: Interview with Krista Rigsbee, Constructive Systems, Inc. Graphic Source: https://commons.wikimedia.org/wiki/File:Pittsburg_Unified_School_District_Office_-_panoramio.jpg

Figure 19. Solar Technical Potential Areas in Contra Costa County (ground mounted only – rooftop potential not included in this figure)

Land considered potentially suitable for ground mounted solar installations



4.4.3. Options to Reduce Barriers and Facilitate Appropriate Solar Through Planning and Zoning Action

As discussed, planning and zoning actions could possibly have significant impacts on ground-mounted solar development within the County. A review of the zoning codes, general plans, and other planning documents of neighboring counties resulted in identifying several policy options for implementation, as described in Table 26.

Table 26. Range of Planning and Zoning Options for Ground-Mounted and Parking Lot Solar

Category	More Protective of Uses in Potential Conflict with Solar (and Example County)	More Permissive/Encouraging of Solar (and Example County)
Geographies allowed	Only allowed in defined zones (many counties)	Allowed except in certain zones (e.g., mapped Important Farmlands) (Sonoma County)
Permit requirements	Accessory ground mount: <ul style="list-style-type: none"> Ground-mounted solar is not defined or permitted in code (Alameda County) 	Accessory ground mount: <ul style="list-style-type: none"> Administrative permit for almost any district as long as <15% of the parcel, up to 10 acres (CCPDA model ordinance)
	Primary ground mount: <ul style="list-style-type: none"> Not allowed in any Prime, Statewide, or Unique farmland Not allowed on Williamson Act sites 	Primary ground mount: <ul style="list-style-type: none"> Minor solar (up to eight acres) is subject to architecture and site approval (and sometimes a use permit) in specified farmlands (Santa Clara County)
Other required studies	Glare study required and proof of no glare directed at occupied structures, recreation areas, roads, and airport flight paths (Sonoma County)	Glare study not required, except if required by FAA (NREL best practice)
Goals	None	Solar goal for deployment on a percentage of commercial buildings, industrial buildings, and parking lots (Alameda County)
Requirement to install renewable energy	None	New commercial parking lots with over 200 spaces required to mitigate heat gain through shade trees, solar arrays, or cool pavement (Alameda County)
Actions to directly facilitate renewable development	None	Regional collaboration with the utility to identify locations where interconnection would not trigger extensive upgrades (Philadelphia)
		County-led technical assistance and coordination between property owners and solar developers (Alameda County)
		Work with local lenders to reduce the financing costs for community-shared solar via loan-loss reserves, credit enhancement, or other provisions

Alameda County has a less prescriptive GP & Zoning Ordinance than CCC, and they conditionally allow solar except where it is prohibited.

What is the example County for this restriction?

3. **Offering County-owned land.** Lease County-owned land to renewable energy developers at a lease rate that would enable project development. The County also could serve as the off-taker for electricity generated and could even agree to above-market PPA rates for the electricity, provided the developer used sites that the County deemed preferable for solar development.
4. **Coordinated studies.** Consider using identified least-constraint solar areas (e.g., parking lots, urban land unlikely to be developed) to convene potential solar developers and PG&E, and could conduct area-wide interconnection studies to reduce timelines and costs for each prospective developer (compared to approaching PG&E in an uncoordinated manner).
5. **Work with MCE to explore incentives.** The County could consider a collaboration to explore whether it would be possible to preferentially encourage the development of solar on parking lots or urban land unlikely to be developed for other uses through potential future versions of the MCE FIT program.
6. **Consider expedited permitting in limited cases.** Consider whether to further refine zoning policies in industrial and commercial areas to enable certain solar projects in areas with little other potential use and little or no impacts to be constructed without a land use permit.

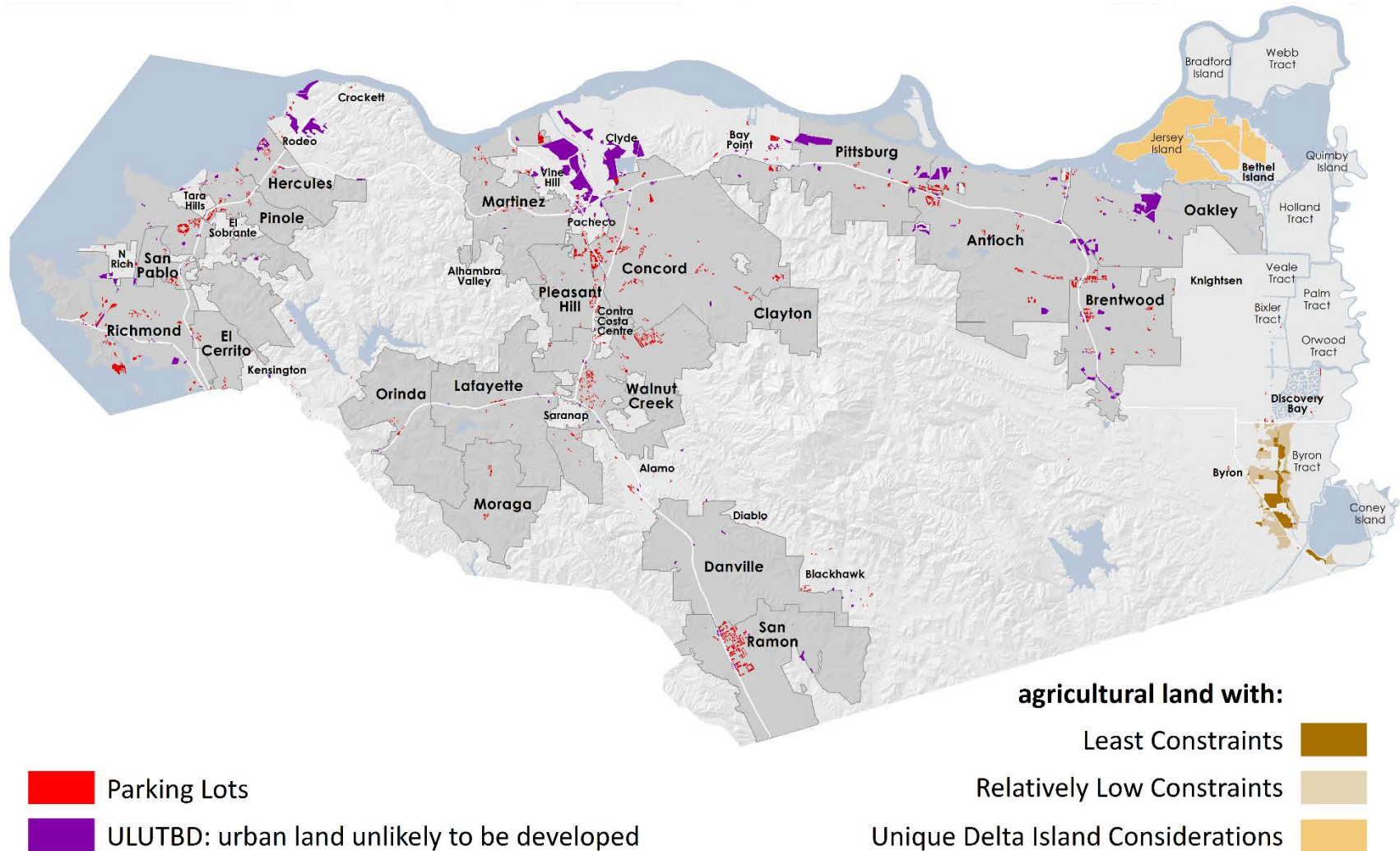
Enabling Development of Ground-Mounted Solar in Other Locations

Brilliant
suggestion

1. Amend the zoning code to **define specified additional areas where commercial ground-mounted solar may apply for a land use permit**. This change would establish that primary-use solar may be allowed in certain Contra Costa County zoning districts, while still providing flexibility for the County to address the desirability of each proposed solar farm, based on its own merits and tradeoffs.
2. **Continue to update and revise the opportunity and constraints analysis** for solar in rural areas as additional data and technologies become available.
3. **Consider methods to deal with emerging co-location opportunities** (such as “agrophotovoltaics,” described above).
4. **Include requirements for developers to hold monetary reserves** for end-of-useful-life decommissioning.
5. **Consider identifying and implementing strategies to streamline permitting**, such as an umbrella approach to complying with the California Environmental Quality Act, mitigation, and/or other permitting needs.

Figure 1. Solar Technical Potential Areas in Contra Costa County (ground mounted only – rooftop potential not included in this figure)

Land considered potentially suitable for ground mounted solar installations





CONTRA COSTA COUNTY RENEWABLE RESOURCE POTENTIAL STUDY

Department of Conservation and Development

Presented to the Contra Costa County Board of Supervisors

December 18, 2018



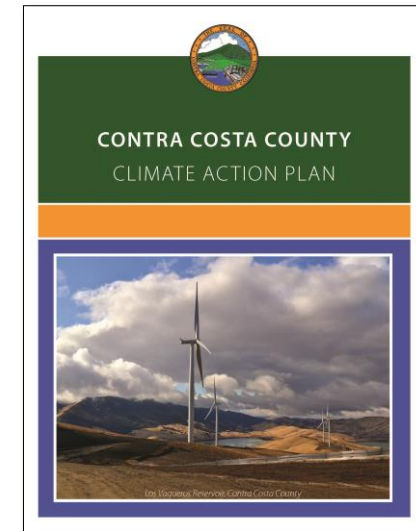
Renewable Resource Potential Study

- Purpose:
 - Identify how much renewable energy (solar, wind, biomass, biogas) can be generated within Contra Costa County, including a detailed analysis of land use constraints and opportunities
 - Look at options to update current land use policy to facilitate development of more renewable energy, while remaining mindful of planning considerations and trade-offs
- \$49,000 grant from California Strategic Growth Council
- Study prepared by the Cadmus Group
- Explore opportunities to develop community wind and solar projects in Bay Point, Rodeo, and North Richmond
- Seven cities contributed funding and received assessments of potential solar resources in their jurisdictions



History of Board Actions to Support Renewable Energy

- Altamont Pass windmills
- 2017 Zoning Code amendment to allow commercial solar in industrial and commercial areas
- Online permitting for rooftop solar – 1,500 permits/year



WE  ARE STILL IN



Key Findings

- Anywhere from 50% to 83% of total energy used in the County could be generated here, looking only at technical potential.
- Solar energy generation has the largest potential and includes many different forms, ranging from existing rooftops, parking lots and infill in urban areas to “greenfield” parcels in rural areas.
- Solar generation on undeveloped parcels offers economies of scale, but involves trade-offs with other priority land uses, such as agriculture, rural infrastructure and open space.
- Opportunities for further action include:
 - Working with MCE and other potential providers to explore incentives to develop renewable energy projects in locations with the least tradeoffs
 - Mandating solar for new parking lots, as is done in Alameda County
 - Developing job training programs to enable local workers to benefit from local development of renewable energy technologies
 - Gaining community benefits from renewable energy projects
 - Creating expedited permitting for commercial-scale solar in commercial and industrial areas that have little other potential use
 - Defining specific additional areas where commercial ground-mounted solar may apply for a land use permit
 - Exploring a programmatic Environmental Impact Report that could enable specific solar projects to shorten regulatory approval timelines and risks



Stakeholder engagement

- Four meetings with stakeholders
- Participants included renewable energy developers, conservation and environmental groups, Sustainability Commission members, MCE, PG&E, County staff, staff from cities
- Written comments on draft report from six groups



Technical Renewable Resource Potential in Contra Costa County

Type		MW Capacity		Annual MWh	
		Low	High	Low	High
Solar	Rooftops	1450	2600	2,290,000	4,100,000
	Parking Lots	180	530	280,000	840,000
	Urban Land Unlikely to be Developed	120	310	190,000	490,000
	Agricultural Land with Relatively Low Constraints	760	970	1,200,000	1,530,000
	Total Solar	2,510	4,410	3,960,000	6,960,000
Wind	Total Wind	35	35	76,700	76,700
Biomass	Agricultural	3	6	24,100	48,200
	Wood Waste	6	26	48,000	192,000
	Landfill	62	78	459,000	580,500
	Total Biomass	71	110	531,000	820,700
Biogas	Food Waste	1.5	1.8	10,800	13,200
	Waste Water	1.7	2.0	12,400	15,200
	Landfill Gas:	11	14	83,400	104,200
	Total Biogas	14	18	106,600	132,600
Grand Total		2,600	4,600	4,674,000	7,990,000

Includes resources located in both the unincorporated areas of the County and the cities in the County. Estimates reflect future potential and do not include current generation.



Putting Renewables in Context

- 250 households can be served by 1 Megawatt (MW) of solar Photovoltaic (PV) in California.
- It typically takes 7.5 acres to create 1 MW of solar.
- It would take over 150 typical rooftop installations to produce the same output as a typical 1 MW (7.5 acre) wholesale solar project.
- Solar costs dropped 60-80% between 2009 and 2016, according to the National Renewable Energy Labs.
- The International Renewable Energy Agency forecasts that costs for solar and wind electricity will continue to fall by 59% and 26%, respectively between 2015 and 2025.



Contra Costa County Has Significant Opportunities for Rooftop Solar

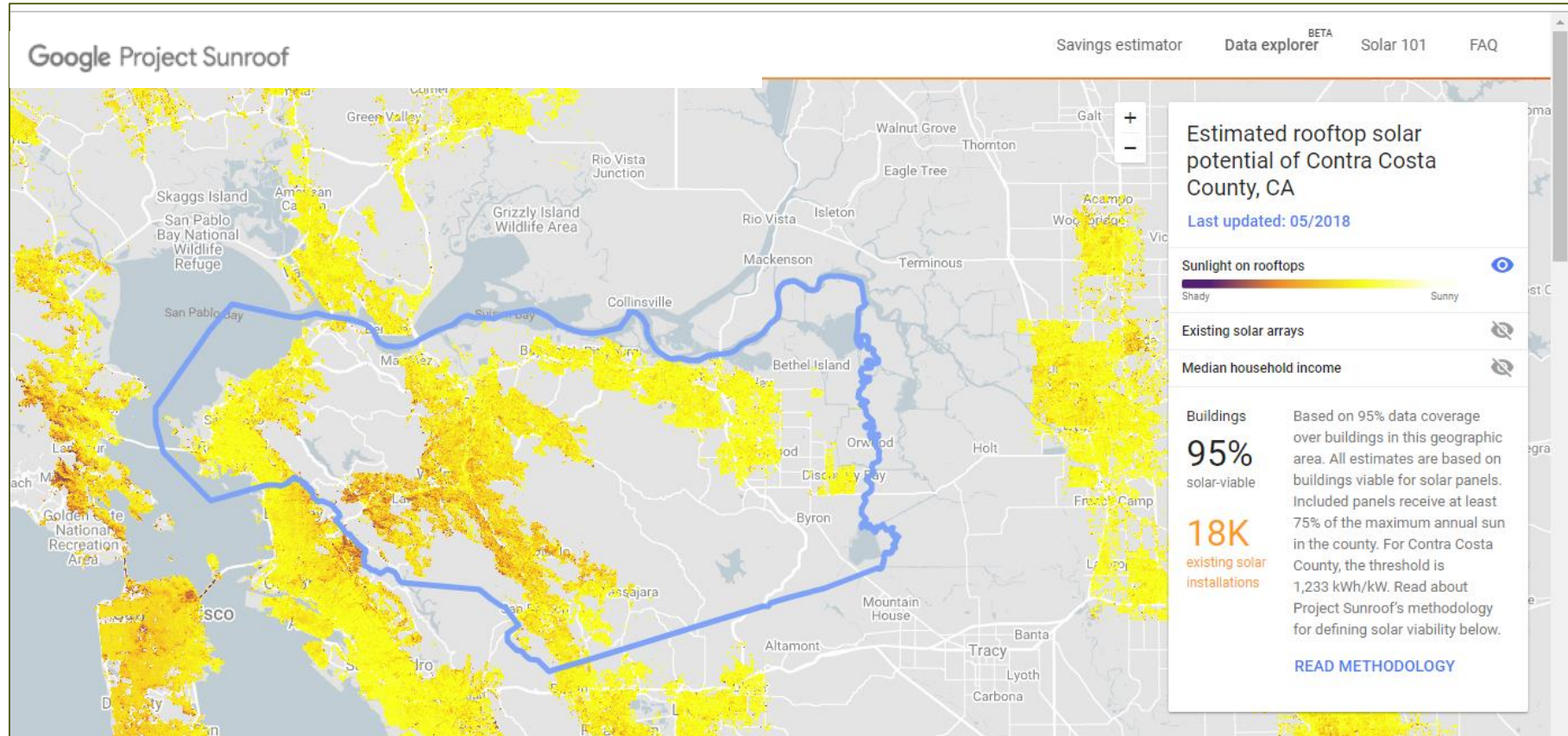
Zoomed in screenshot of Google Sunroof's characterization of rooftop solar availability and shading at DCD's offices and surrounding buildings in Martinez



Source: <https://www.google.com/get/sunroof/data-explorer/>, accessed 10/19/2018.



Contra Costa County Has Significant Opportunities for Rooftop Solar



Source: <https://www.google.com/get/sunroof/data-explorer/>, accessed 9/16/2018.

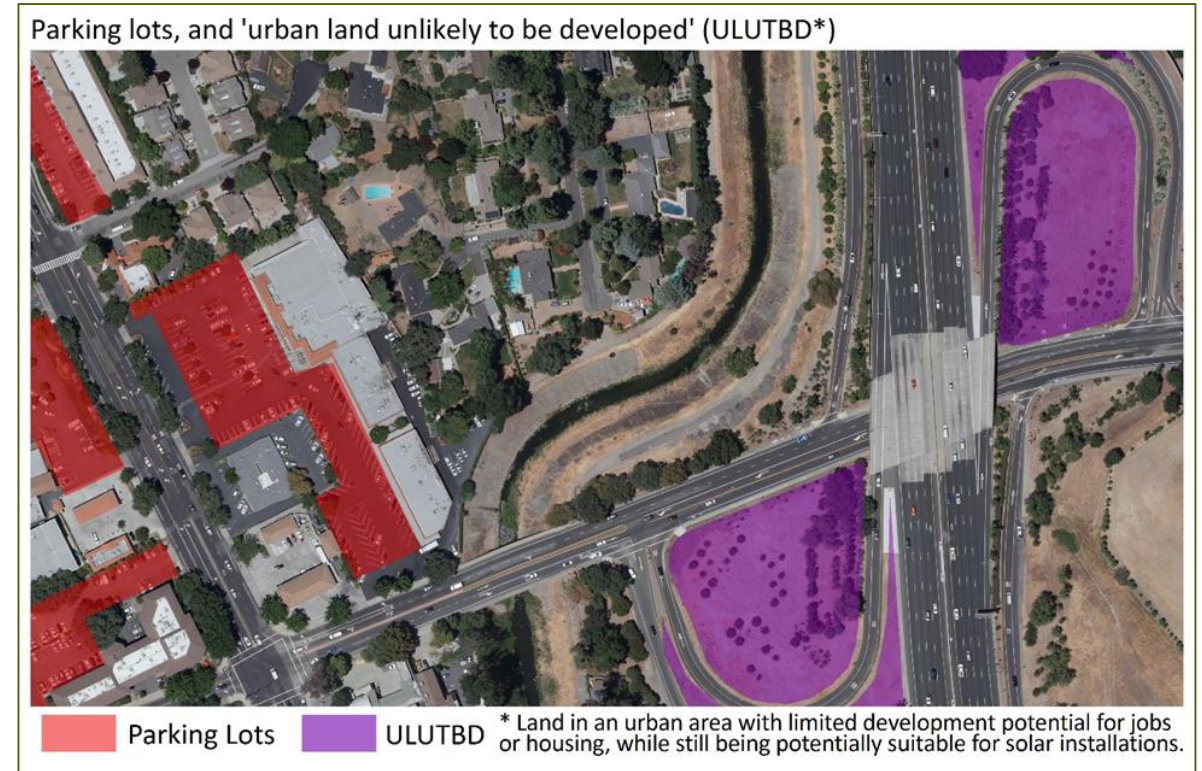


Detailed Mapping to Evaluate Opportunities and Constraints For Solar

Example ULUTBD Highway Cloverleaf Potential Solar Site

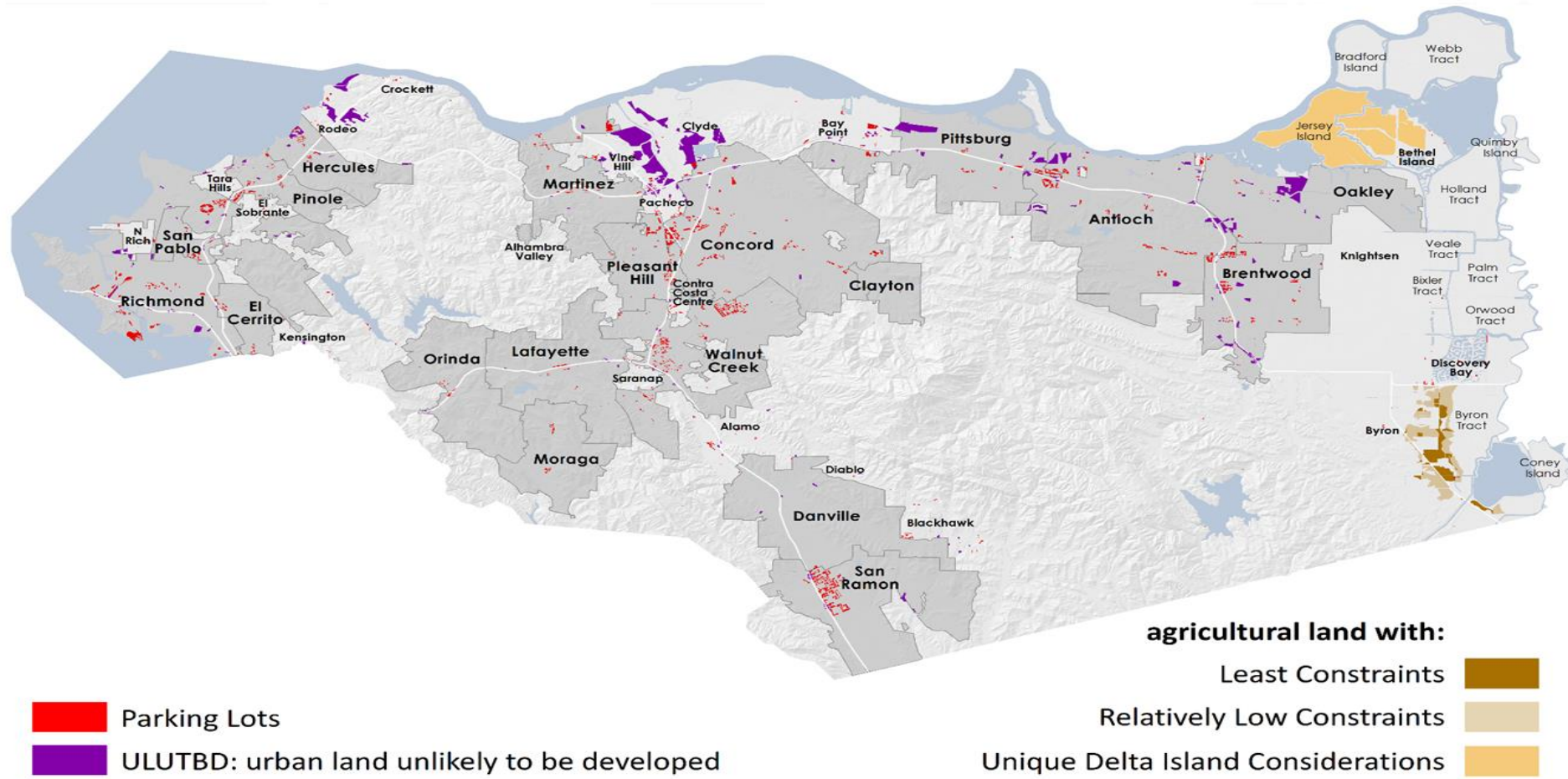
Appendix D: Cartography

Maps 1-8	Locate areas with significant acreage potentially suitable for large-scale, ground-mounted solar
Maps 9-19	Examine less constrained agricultural areas in eastern part of County
Maps 20-24	Maps of land potentially suitable for solar installations, after removing land with high agricultural value



Opportunities for Ground Mounted Solar

Land considered potentially suitable for ground mounted solar installations



Contra Costa County Leads the Region in Installed Solar Capacity

Existing Renewable Capacity in Nine-County Bay Area Counties, Plus San Joaquin County^a

(Sorted by Total Installed Capacity of Renewables)

County	Biomass MW	Solar MW	Wind MW	Total Bioenergy, Solar, and Wind MW (only the renewable technologies studied for this report)	Population
Solano	10	18	1,035	1,063	445,458
Alameda	24	15	182	221	1,663,190
San Joaquin	82	10	4	96	745,424
Contra Costa	7	31	38 ^b	76	1,147,439
Santa Clara	3	30		33	1,938,153
Sonoma	8	14		22	504,217
San Francisco	2	14		16	884,363
San Mateo	11			11	771,410
Marin	4	3		7	260,955
Napa	1	2		3	140,973

^a Data from December 2017 Tracking Progress report (CEC):

http://www.energy.ca.gov/renewables/tracking_progress/documents/renewable.pdf

^b Note that this undercounts the total installed wind in the County, most likely because the output of some of the County's wind projects is likely being purchased by entities that are retiring the Renewable Energy Credits (RECs) without directly being counted toward a compliance obligation.



Opportunities for Community Solar and Wind Projects

Resource Potential in Bay Point, Rodeo, and North Richmond

Type	MW Capacity	
	Low	High
Rooftop Solar	233	339
Parking Lot Solar	40	80
Urban Land Unlikely to be Developed Solar	30	100
Agricultural Land With Least Constraints Solar	0	0
Large Wind	22	22
Total Solar and Wind	325	541

- Community energy projects allow customers to access the energy produced by these projects and get credits toward their electricity bills.
- Staff is learning that solar developers do not find current regulatory and pricing structures in California conducive to these types of projects.
- Grant report to State may recommend changes to current policies.



Opportunities on County Facilities

Additional Solar Capacity on County-Owned and Leased Buildings

Type	MW Capacity		Annual MWh	
	Low	High	Low	High
Owned	7	11	11,100	16,700
Leased	4	5	5,600	8,400
Total	11	16	16,700	25,100

- County owns or leases 350 buildings potentially suitable for solar
- County currently has installed nearly 5 MW of solar.
- New Administration building will have solar
- Working to install solar at 11 more sites, and pair those projects with energy storage



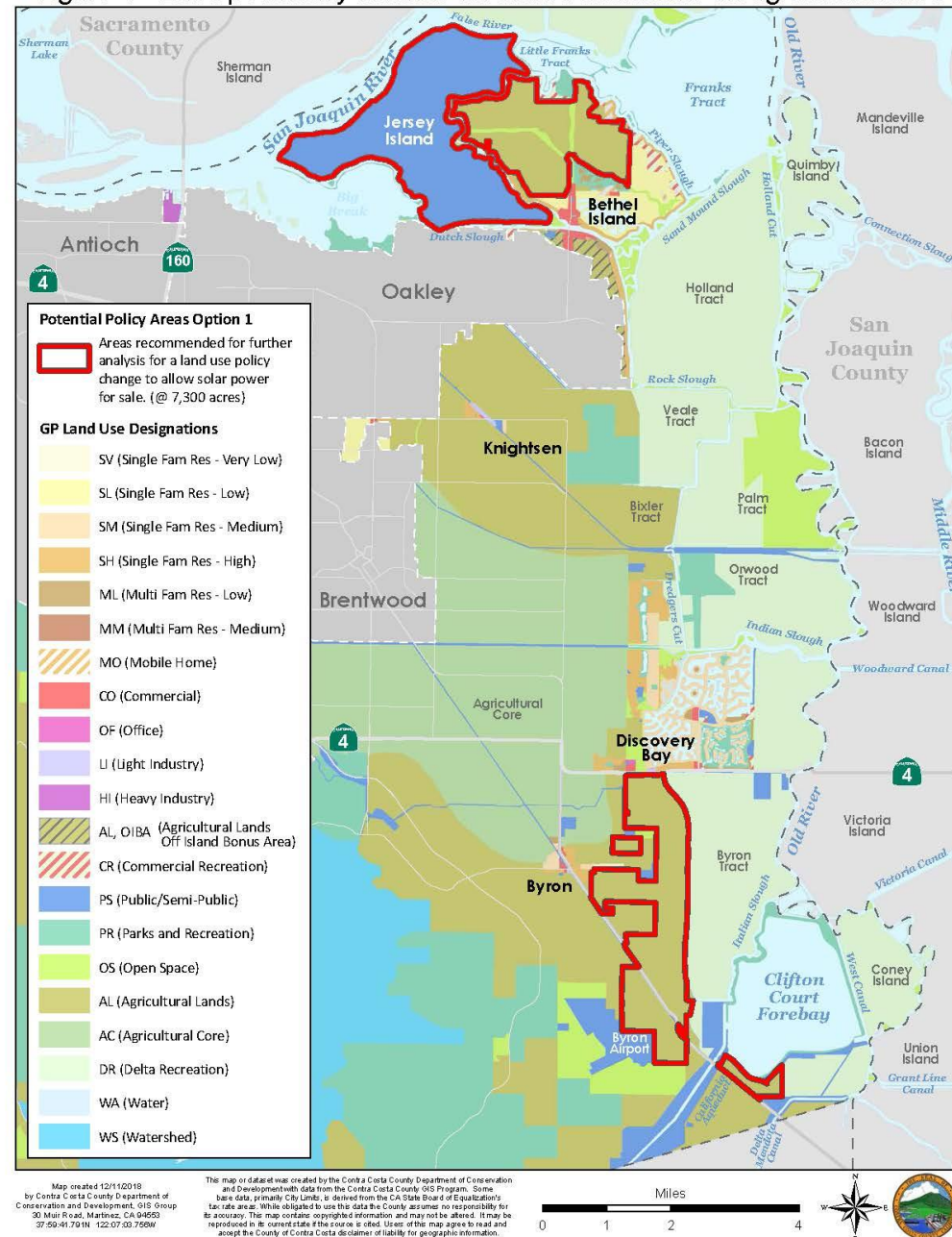
Staff Recommendations

- DIRECT the Department of Conservation and Development to take the following steps to further analyze and address through future Board actions the findings and recommendations of the Study:
- Prepare and analyze draft amendments to the County General Plan and Zoning Code that would expand the area within which an applicant could apply for a Land Use Permit. This would include additional public outreach, review and consideration by the Planning Commission and a final determination by the Board of the two Options shown in the attached Figures 1-4, staff recommends the larger Option 1;
- Explore incentives and other means of encouraging the construction of solar energy projects on commercial rooftops, parking lots, and underutilized land in commercial, industrial, and other infill areas and seek collaboration with MCE and other potential partners to propose policies to achieve this;
- Consider and evaluate other findings and recommendations of the Study as part of the projects currently underway to update the County's General Plan and Climate Action Plan.



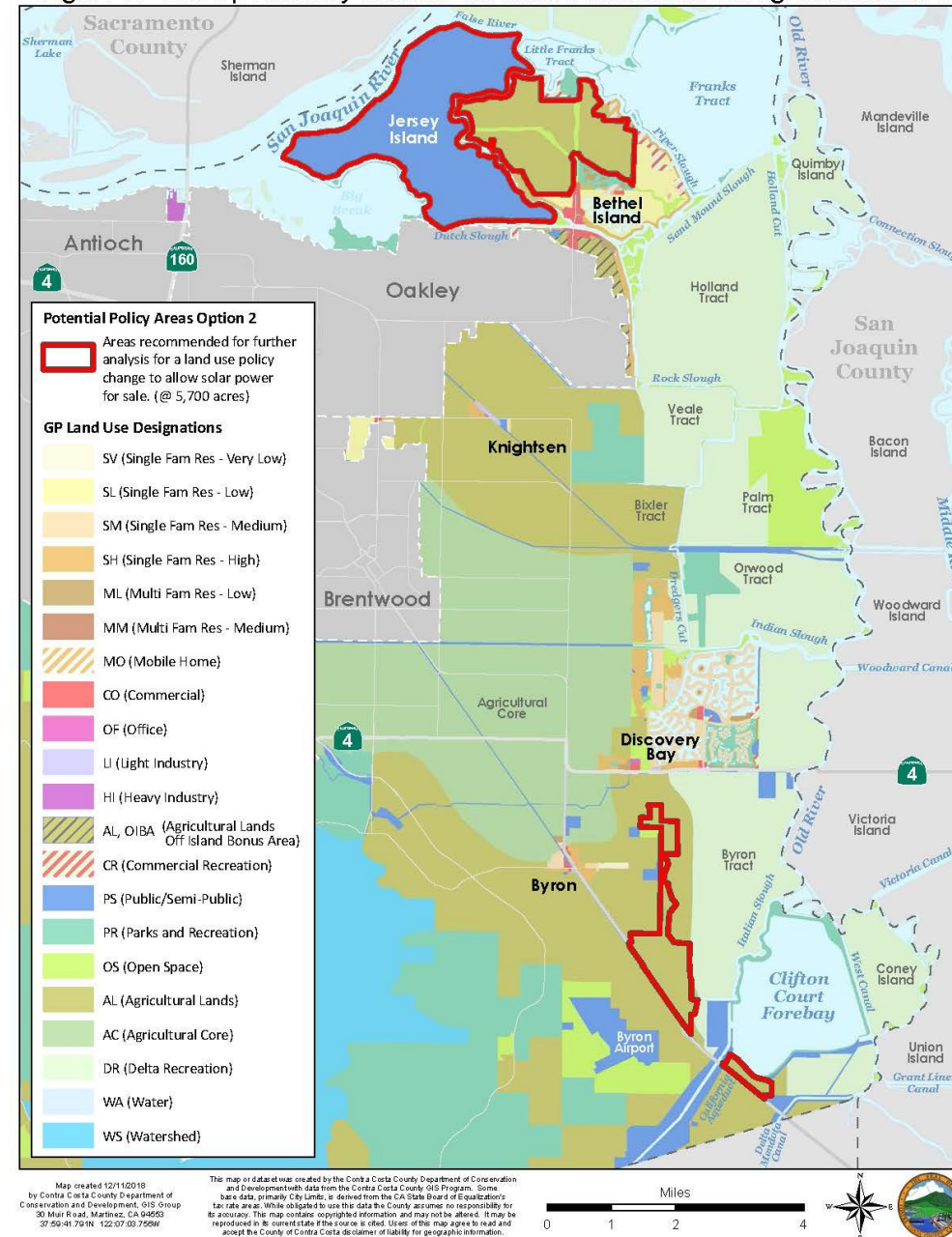
Option 1: Area Recommended for Further Analysis for a Land Use Policy Change to allow Solar Power for Sale (staff recommendation)

Option 1
Figure 1 - Land potentially suitable for solar installations on agricultural land

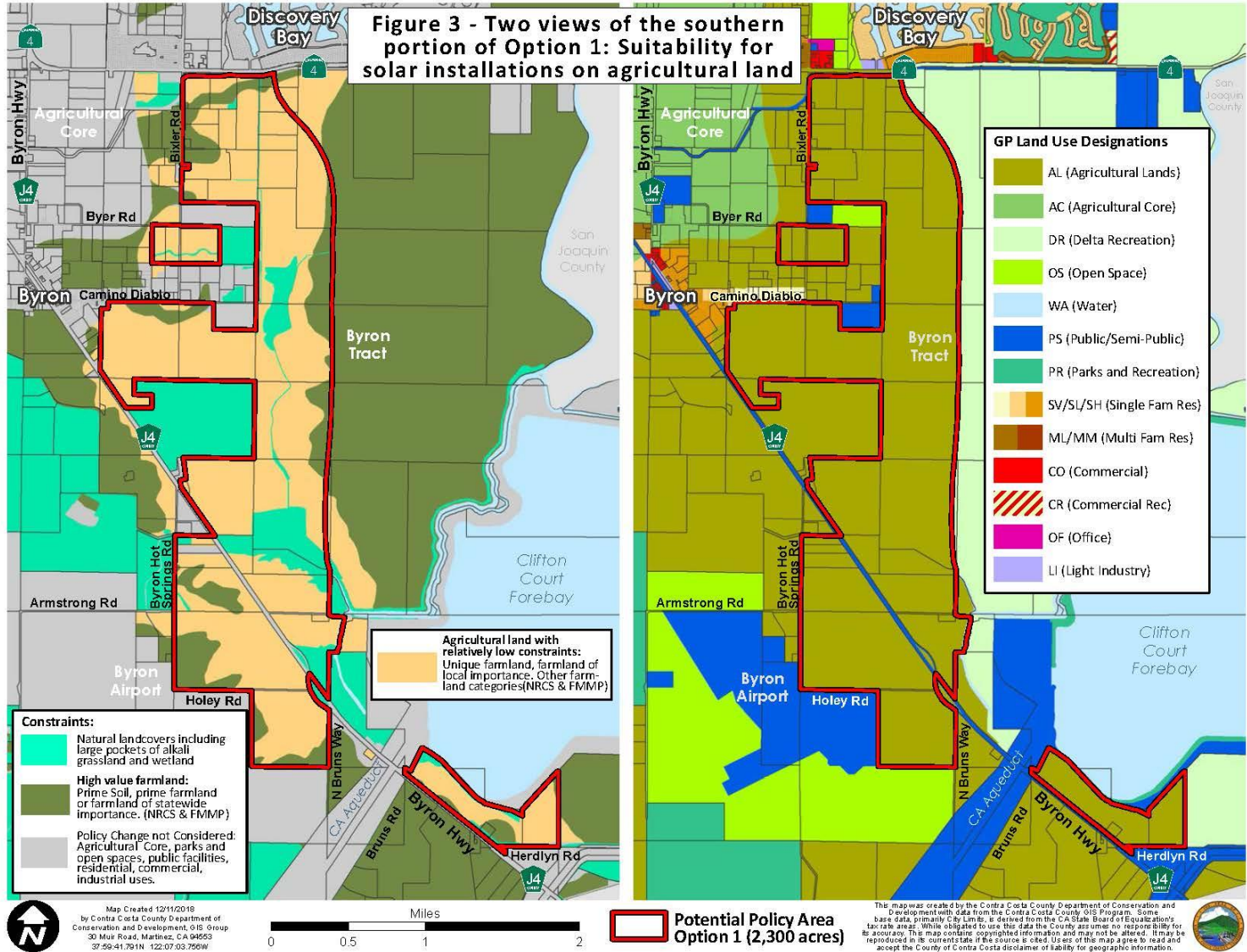


Option 2: Area for Further Analysis for a Land Use Policy Change to allow Solar Power for Sale

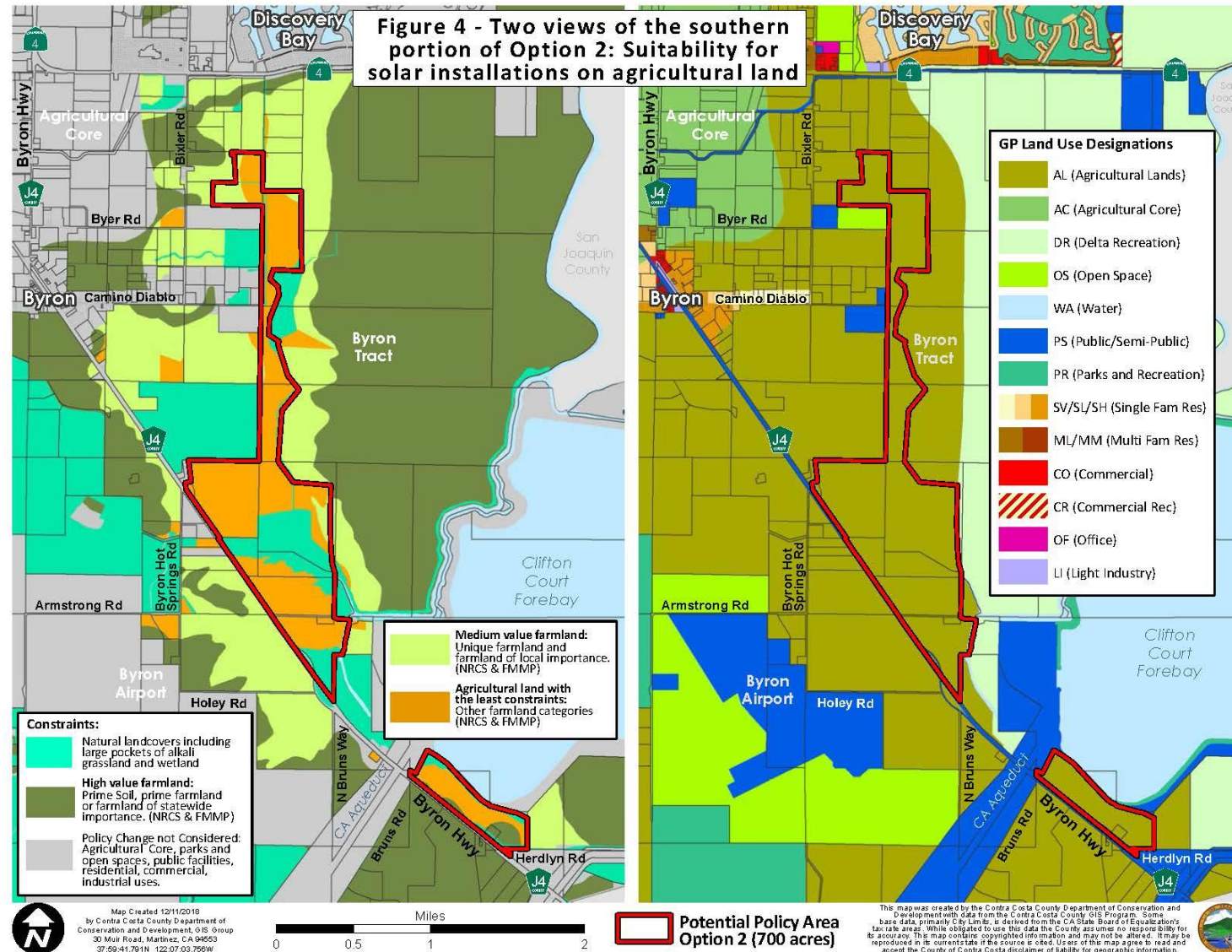
Option 2
Figure 2 - Land potentially suitable for solar installations on agricultural land



Detail of a Portion of Option 1



Detail of a Portion of Option 2



Next Steps

- Board of Supervisors provides direction to staff
- Staff will return with proposed General Plan and Zoning Code amendments, if directed by Board
- Staff completes research on community wind and solar feasibility and potentially reaches out to communities, with leadership from Supervisors
- Submit grant report to State by March 1, 2019



Questions? Comments?

Thank you!

Jody London
Sustainability Coordinator, Contra Costa County
925-674-7871 · Jody.London@dcd.cccounty.us





**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: 2020 CENSUS UPDATE AND NEXT STEPS

RECOMMENDATION(S):

1. RECEIVE presentation on the status of Census 2020 and next steps.
2. CONSIDER adopting Resolution No. 2018/592 proclaiming Board of Supervisors' support of, and participation in, the 2020 Census, and authorizing the County Administrator to execute the County-Optional Outreach Agreement with the State, which will make the County eligible to receive up to \$362,605 during fiscal years 2018-19 and 2019-20.
3. CONSIDER establishing a Complete Count Steering Committee and appointing a member of the Board of Supervisors to serve as the chairperson of the Committee through 2020.
4. CONSIDER directing the Complete Count Steering Committee to develop a preliminary strategic plan and budget, and report back to the Board of Supervisors by March 26, 2019 to obtain further direction.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☐ APPROVED AS RECOMMENDED ☒ OTHER

Clerks Notes: See Addendum

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

Contact: Kristine Solseng 925-674-7809 or
Barbara Riveira 925-335-1018

By: Jami Napier, Deputy

cc:

RECOMMENDATION(S): (CONT'D)

- 5. APPROVE and AUTHORIZE the Chair of the Board of Supervisors to sign letters to the Contra Costa City Managers and Municipal Advisory Committees requesting their collaboration in making the complete count effort a success.

FISCAL IMPACT:

The State allocated \$26.7 million of its \$90 million budget to help California counties fund complete count efforts. Allocations for most counties are based on the number of residents who live in California's hardest-to-count census tracts within their jurisdictions. By adopting the Resolution and entering into a County-Optional Outreach Agreement with the State, Contra Costa County will become eligible to receive \$362,605 to fund local outreach efforts with no local match requirement.

BACKGROUND:

Importance of the Census

As mandated in Article 1, Section 2 of the Constitution, every 10 years, the federal government counts all persons living in the United States. The U.S. Census Bureau collects this information, which is then used to determine the number of representatives in Congress each state will have and how \$675 billion dollars of federal funds flow to tribal, state and local governments.

Census data is also used to make decisions at every level of government that will affect our communities, e.g. siting of schools, hospitals, libraries, and public services. Businesses rely on Census data for planning future locations for retail stores, new housing developments and other business decisions.

It is of utmost importance that Contra Costa County achieve a full count. An under count could deprive Contra Costa County of millions of dollars in federal funds per year. It is estimate that in California, the annual federal allocation of funding based on census data is estimated at \$1,958 per resident per year, according to California Department of Finance. Therefore, an under count of 5000 residents in Contra Costa County represents \$9.7 million, and over a ten year period this equates to \$97.9 million dollars in investment in the County that could be lost.

What is new for Census 2020

There are two significant changes in the 2020 Decennial Census. First, this is the first time the Census will be online. The new technology will make it easier to respond to the Census because there are more options for self-response (on-line, by phone, and by mail), with the intent of reducing door to door canvassing. With these improvements come some challenges, in particular inequitable access to the internet and concerns about cyber security.

The second significant change is the addition of the citizenship status question and the potential for the question to reduce participation among immigrant communities, especially given the change in the social and political climate. If immigrants shun the Census, it would cause a significant undercount that would affect the number of Congressional seats for California and the amount of federal funding in states and communities with a large number of immigrants. The question is currently being challenged

in court by California Attorney General on the grounds it could cause many immigrants to skip the 2020 Census out of fear their information could be used against them, even though it is illegal to share a person's census response with law enforcement or immigration agencies.

Accomplishments to Date

In order to ensure there is a complete count, County staff has already engaged in Census 2020 preparations, including the following:

- Department of Conservation and Development (DCD) staff completed the LUCA (Local Update of Census Addresses), which is a once per decade opportunity for local governments to review and update the Census Master Address File (MAF). The MAF is used to mail census forms to every person in the country. If an address is not included, the household will not receive a form. DCD completed LUCA for the unincorporated county area, Antioch, Clayton, Hercules, Martinez, Moraga, Oakley, Pinole, Pleasant Hill, and San Pablo. The Department of Information Technology (DOIT) provided assistance by reviewing County address files for accuracy and added additional units as needed. DCD also collaborated with East Bay Community Foundation, RYSE, First Five, and Safe Returns to provide on the ground canvassing for unconventional units that may not be in the County Address File. These efforts added approximately 5,700 new housing units to the MAF. Given an estimated 2.85 persons per household in Contra Costa County, the added units represent a potential of \$31.7 million per year in funding or \$317.2 million for the decade.
- The BBSP (Block Boundary Suggestion Project) was also completed in early 2018. This process allows for local input on block boundaries lines to better align with local jurisdictions and geographic features, thus providing better data for local jurisdictions. Over 15,000 line edits were suggested through the BBSP process.
- Department of Conservation and Development and County Administrator's Office staff have begun the process required to have an effective complete count including:
 - Forming partnerships with federal, state, and local census staff.
 - Mapping the hard-to-count population data, and
 - Developing a webpage, including an online survey for local community-based organizations (CBOs), city staff, and others fill out. The survey will provide a database of community partners as well as generate outreach ideas.

Complete Count Effort

In order to count every person in the country, the U.S. Census Bureau partners with individual states, local governments, tribal governments, local businesses, CBOs, non-government organizations (NGOs), and faith-based organizations to publicize and support the count. These efforts are referred to as Complete Count and are organized by various Complete Count Committees. See **Attachment A** for Census Bureau's 2020 Census Complete Count Committee Guide.

- **State of California Role in the Complete Count Effort**
 - With its highly diverse population and large size, the State of California faces

the greatest barriers in the nation to ensure that it achieves an accurate count and, thus, receives an equitable share of funding and representation.

- Given the importance of the Census and the various challenges in this Census, the State has committed \$90 million to undertake an extensive outreach strategy to encourage full participation among State residents. In support of the strategy, the Governor has created an advisory committee called the California Complete Count Committee (Committee). The Committee is a volunteer panel of 25 community leaders representing diverse populations from across the State. It is charged with raising awareness of the Census, collaborating to support outreach efforts, and offering its expertise and insights on outreach strategies. California's communication and outreach strategy will focus on both geographic areas and demographic populations who are "least likely to respond". These areas and populations are commonly referred to as "hard-to-count (HTC)" areas.
- A significant part of California's outreach strategy to reach HTC populations involves partnerships with local governments. Local counties and cities can play a significant role to ensure their populations are aware of the Census and are ready to be counted. The State sent County Administrators an invitation letter via email on November 13, 2018 with funding allocations for each county based on their HTC population. The email also offered the opportunity for counties to "opt-in" to State funding for Census outreach. A copy of the Funding Package from the State is attached (**Attachment B**). Counties that receive funding from the state will be required to:
 1. Prepare a board resolution, order, motion, ordinance or similar document from the local governing body authorizing execution of the agreement;
 2. Prepare a Strategic Plan;
 3. Participate in a monthly in-person meeting/or call with assigned Regional Program Manager;
 4. Prepare Quarterly Written Reports;
 5. Prepare an Implementation Plan; and
 6. Prepare a Final Report

• **County Role in the Complete Count Effort**

- The County has begun preliminary preparation to convene a Local Government Complete Count Committee (LCCC) with the goal of connecting with trusted voices in the County. The role of an LCCC is to develop and implement a 2020 Census awareness campaign based upon their knowledge of the local community to encourage a response, with particular emphasis on the HTC communities.
- Encouraging and increasing the self-response rate for households responding via internet, by phone, or mailing through a focused, structured, neighbor-to-neighbor program.
- Collaborating with existing organizations that work with HTC populations in the county to create a countywide 2020 Census awareness campaign strategy.

The HTC population in Contra Costa County consists of immigrants, minorities, low-income households, non-English speaking households, youths, transients, and unemployed, homeless persons living in unconventional housing, including those who do not trust government. The maps in the PowerPoint (**Attachment C**) illustrate where various HTC populations live within the county. These areas would be the primary focus on the LCCC effort.

Board Input

In order to best proceed, staff is requesting the Board of Supervisors provide guidance on the 2020 LCCC Structure. In 2010, the LCCC was fairly simple, with a core Steering Committee and three Regional Subcommittees. The Steering Committee was composed by one member of the Board of Supervisors and key staff from the County Administrator's Office, Office of Communication & Media, and the Departments of Conservation and Development, Employment and Human Services, and Health Services. The three Regional Subcommittees (West, Central, and East), included various community organizations, nonprofits, and other interested parties. The Regional Subcommittees were informal and the membership was not appointed by the Board of Supervisors.

Two suggested options for structuring the 2020 Steering Committee:

- Option 1 –Replicate 2010 LCCC Structure: Led by the Complete Count Committee Chair, the Steering Committee would also include key departments similar to the 2010 composition, with the addition of the Library and other departments as determined by the Chair. This option could likely be staffed by existing County staff.
- Option 2 – Robust LCCC Steering Committee: This option would consist of a more robust Steering Committee comprising key department staff, city representation, nonprofits, CBOs, and other interested parties. The members would be appointed by the Board of Supervisors with representatives from organization focusing on the homeless, youth, and low-income communities. This option would likely require additional staff to support open meeting requirements of the Better Government Ordinance and Brown Act and also the higher complexity of coordination and communication.

With either option, three regional subcommittees are recommended due to the diverse HTC populations throughout the county. The Complete Count Steering Committee may identify a member to research and recommend actions for a particular task (census job recruitment or media outreach) or host workshops to solicit input from specific population groups (youth, immigrants, homeless, or lower-income households).

Funding

California has allocated \$90 million to prepare for Census 2020, and is making \$26.7 million available to participating California counties. On November 9, 2018, the State announced its funding allocation to counties based on each county's HTC populations, and Contra Costa County has been allocated \$362,605 if the Opt-In Resolution is passed and the County-Optional Outreach Agreement is executed. A portion of these funds could be used to hire a Census Coordinator to be the primary staff contact for Census Outreach activities, with support from existing County staff. The Board may also wish to consider allocating additional funding to assist in outreach efforts.

Next Steps

The following key dates are critical to ensure there will be adequate time to bring partners together to create an effective strategic outreach plan, as required by the State:

- December 2018
 - Sign letter to the State opting-In to the County Outreach Agreement. (See **Attachment D**)
 - Approve letters to be sent to the City Managers and Municipal Advisory Committees. (See **Attachments E1 and E2**)
 - Receive input from the Board on the structure of the Complete Count Committee
 - Designate the Chair of the Complete Count Steering Committee
- January 2019
 - Convene first Complete Count Steering Committee meeting
 - Begin Strategic Planning process
- February 2019
 - Submit Opt-In Paperwork to the State (Due by February 8th and triggers the 60 day deadline for submittal of the Strategic Outreach Plan)
- March 2019
 - Complete Count Steering Committee report to the Board with budget and preliminary Strategic Outreach Plan
 - Develop a final draft of the Strategic Outreach Plan for Board of Supervisors consideration
- April 2019
 - April 1st - Hold a Census 2020 Kick-Off event
 - Submit Strategic Outreach Plan to the State (60 days deadline from February 8th is April 9th)
- May through June 2019
 - Develop targeted outreach plans
- July 2019 -March 2020
 - Host census events and implement plans developed by the Complete Count Committee to maximize outreach efforts. (Determined by the funding level available)
- March 2020
 - Internet Self-Response Begins
- April 1, 2020 – Census Day
- May – July, 2020
 - Non-Response Follow-up (i.e. Census Door to door enumeration)
- January 2019 through December 2020 – Prepare required reports to State

CONSEQUENCE OF NEGATIVE ACTION:

Without support for Census 2020 the county risks not having a complete and accurate count, thus risking loss of both state and federal funding and Congressional representation.

CHILDREN'S IMPACT STATEMENT:

The requested actions will support outcome established by the Children's Report Card: (5) Communities that are Safe and Provide a High Quality of Life for Children and Families. The requested actions will better support all five outcomes.

CLERK'S ADDENDUM

Speakers: Lauren Babb, Planned Parenthood; Kristin Connelly, East Bay Leadership Council; Julia Marks, Advancing Justices-Asian Law Caucus; Carly Finkle, Contra Costa Food Bank; Mariana Moore, Ensuring Opportunity Campaign, Contra Costa Census Coalition. RECEIVED the presentation; ADOPTED Resolution No. 2018/592 proclaiming Board of Supervisors' support of, and participation in, the 2020 Census, and authorizing the County Administrator to execute the County-Optional Outreach Agreement with the State, which will make the County eligible to receive up to \$362,605 during fiscal years 2018-19 and 2019-20; ESTABLISHED a Complete Count Steering Committee and APPOINTED Supervisor Diane Burgis to serve as the chairperson of the Committee through 2020, as outlined in Option 2, comprising key department staff, city representation, nonprofits, CBOs, and other interested parties, and adding a business representative. The members would be appointed by the Board of Supervisors with representatives from organization focusing on the homeless, youth, and low-income communities; AGREED to solicit input from the community by including the matter in each District Newsletter; APPROVED and AUTHORIZED the Chair of the Board of Supervisors to sign letters to the Contra Costa City Managers and Municipal Advisory Committees requesting their collaboration in making the complete count effort a success; And DETERMINED to return to the matter on the January 22, 2019 meeting for formalize the Steering Committee membership.

AGENDA ATTACHMENTS

Resolution No. 2018/592

Attachment A: 2020 Census CCC Guide

Attachment B: State Census 2020 - County Package

Attachment C: 2020 Census PowerPoint

Attachment D: Ltr to State Opting-In Agreement

Attachment E1: Sample Ltr to City Managers

Attachment E2: Sample Ltr to MACs

MINUTES ATTACHMENTS

Signed Resolution No. 2018/592

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

Adopted this Resolution on 12/18/2018 by the following vote:

	John Gioia
	Candace Andersen
AYE:	<input checked="" type="checkbox"/> Diane Burgis
	Karen Mitchoff
	Federal D. Glover
NO:	<input type="checkbox"/>
ABSENT:	<input type="checkbox"/>
ABSTAIN:	<input type="checkbox"/>
RECUSE:	<input type="checkbox"/>



Resolution No. 2018/592

In The Matter Of: Affirming the County of Contra Costa's Support and Partnership with The United States Census Bureau in Ensuring A Complete and Accurate Count for Census 2020; and Agreement to Opt-in to the County-Optional Outreach Agreement with the State for fiscal years 2018-19 and 2019-20.

WHEREAS, the U.S. Census Bureau is required by Article 1, Section 2 of the United States Constitution to conduct an accurate count of the population every ten years; and

WHEREAS, census data also helps determine how many seats each state will have in the U.S. House of Representatives and is used in the redistricting of state legislatures, county boards of supervisors and city councils; and

WHEREAS, the decennial census is a huge undertaking that requires cross-sector collaboration and partnership in order to achieve a complete and accurate count; and

WHEREAS, the U.S. Census Bureau is facing several challenges with the 2020 Census, which include declining response rates, technological change, and fiscal constraints, thus support from local government is critical; and

WHEREAS the County of Contra Costa, in partnership with the U.S. Census Bureau, State of California, other local governments, businesses, and community organizations, is committed to ensuring every resident in Contra Costa County is counted; and

WHEREAS by opting into an Outreach Agreement with the State for Fiscal Years 2018-19 and 2019-20, Contra Costa County would be eligible to receive \$362,605 in funding from the State as part of the support to local complete count initiatives for Census 2020.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors:

1. recognizes the importance of the 2020 Census, supports participation in Census 2020 and affirms its commitment to work collaboratively with the U.S. Census Bureau, State Legislature, State Census Office and other stakeholders across the State-designated census region to ensure a complete, fair, and accurate count
2. agrees to opt into the Outreach Agreement with the State to receive \$362,605 in funding for Fiscal Years 2018-19 and 2019-20 as part of the support to local complete count initiatives; and
3. commits to work with the cities and towns within the County, other local government agencies, community organizations and regional foundations, businesses, educational agencies, labor organizations and other groups to maximize Census 2020 participation and implement an Outreach Plan that leverages County funding and builds on the efforts of others in order to achieve an accurate and complete census count.

BE IT FURTHER RESOLVED that the County Administrator or designee is authorized to execute the Outreach Agreement and pursue other funds as available and participate in supporting other census-related efforts.

I hereby certify that this 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: Kristine Solseng 925-674-7809 or Barbara Riveira
925-335-1018**

ATTESTED: December 18, 2018

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

By: Jami Napier, 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 12/18/2018 by the following vote:

AYE: ☒ 5 **John Gioia**
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐



Resolution No. 2018/592

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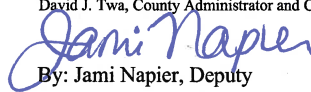
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I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**Contact: Kristine Solseng 925-674-7809 or Barbara Riveira
925-335-1018**

ATTESTED: December 18, 2018

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



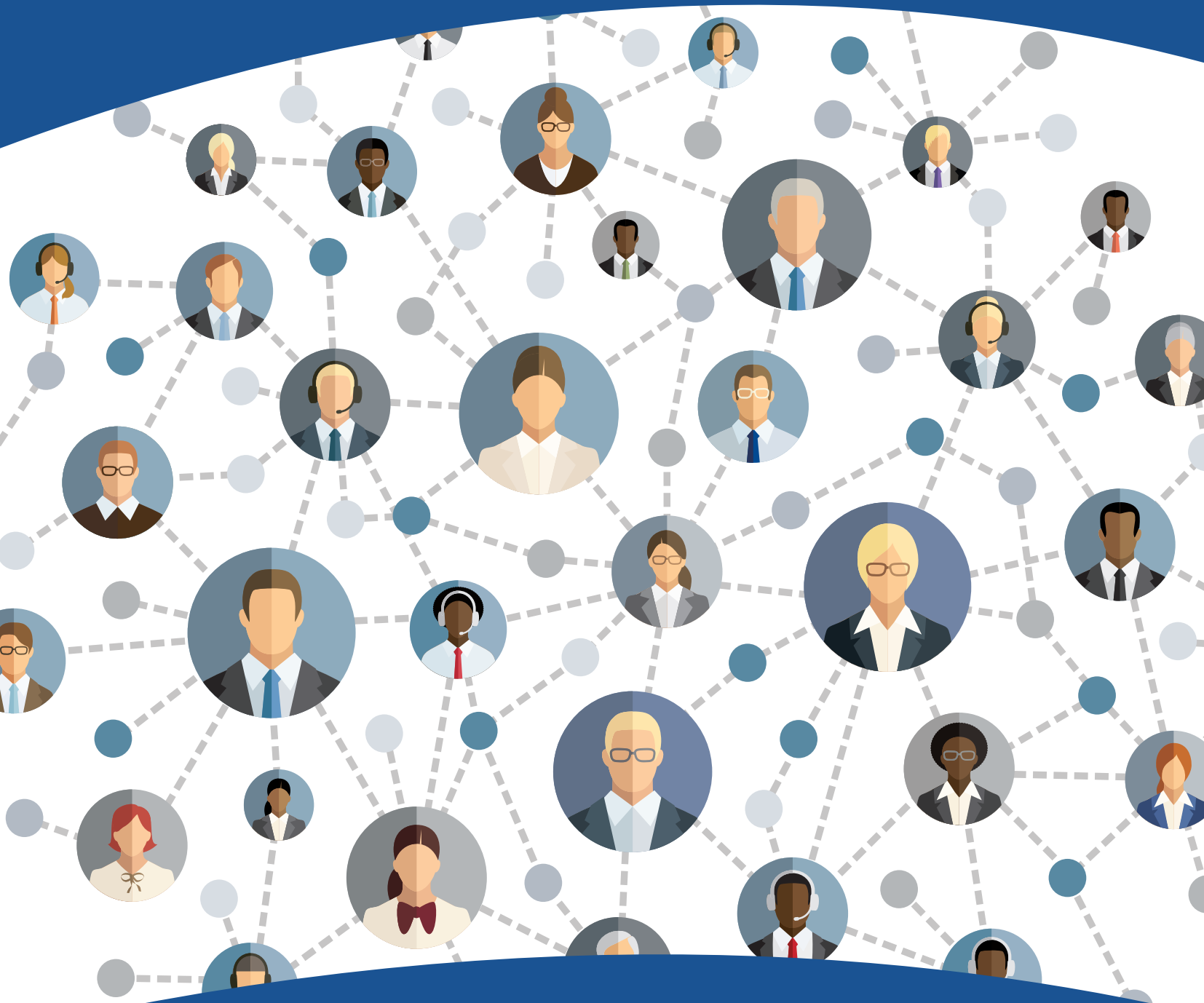
By: Jami Napier, Deputy

cc:

2020 Census Complete Count Committee

Guide

D-1280(RV)



CONTENTS

Why Do We Take The Census?	1
How Are Census Data Used?.	2
Are Census Data Really Confidential?.....	3
What Are Complete Count Committees?.....	4
When Should a Complete Count Committee Organize?.....	9
What Is the Subcommittee Structure of a CCC?.....	10
Summary: The Benefits of Complete Count Committees.....	13
Appendix A: 50 Ways Census Data Are Used.....	14
Appendix B: Understanding the Language of the 2020 Census.....	15
Appendix C. Census Solutions Workshop Overview	19
Contact Information	21



WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately \$675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.



HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than \$675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.



ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of \$250,000.



WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local “census ambassador” groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, philanthropy, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3-5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20-50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful

committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under "What Is the Subcommittee Structure of a CCC?"

Examples of Tribal and Government Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a "grassroots" approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day "Be Counted" parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018-2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.

- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. They may also include foundations or philanthropy groups to fund the committee's activities around a particular audience. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.
- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a “Census Day/Night Street Festival” in late 2019. Think of creative games or activities where census information can be incorporated.

- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn’t respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.



WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.



WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, foundations or other philanthropic organizations, and recruiting. **The Census Bureau does not manage Complete Count Committees.**

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have

expertise, influence, and experience in the area of the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

Faith-based subcommittee—Creates and coordinates activities and materials that can be

used by any local faith-based institution in the promotion of the 2020 Census awareness and participation.

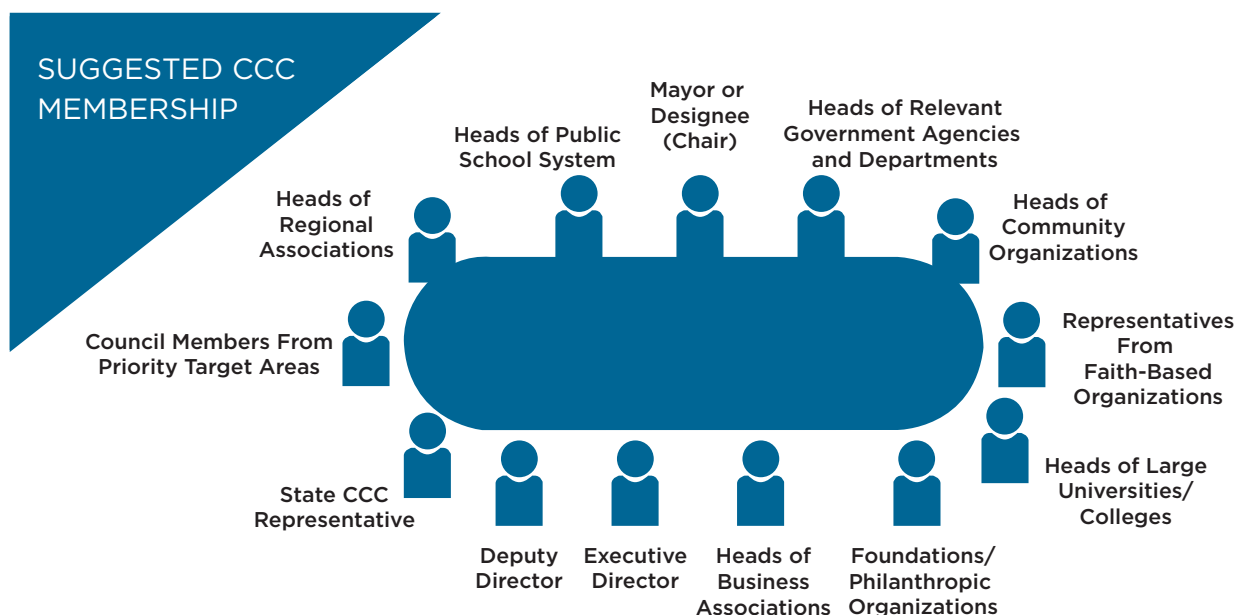
Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.

Suggested CCC Membership



*Partnership Specialist is advisor and Census Bureau liaison to Municipal CCCs



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A:

50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing “intelligent” maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B:

UNDERSTANDING THE

LANGUAGE OF THE 2020 CENSUS

GLOSSARY

The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the

decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group

quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov/roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K-12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

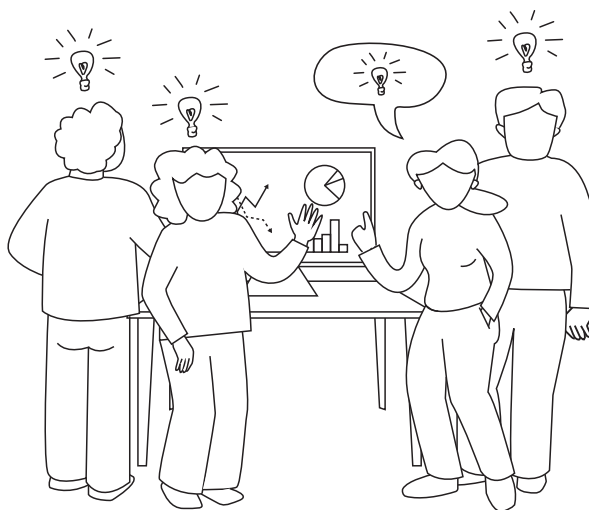
V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

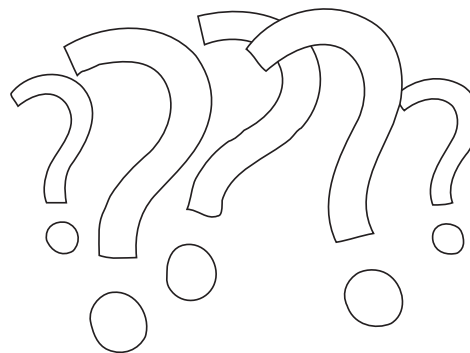
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.



How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at:
www.census.gov/partners.

For more information, please contact us at:
census.partners@2020census.gov.





CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

If you reside in:	Please contact:
Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina	ATLANTA Atlanta.rcc.partnership@2020census.gov
Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin	CHICAGO Chicago.rcc.partnership@2020census.gov
Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming	DALLAS Dallas.rcc.partnership@2020census.gov
Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington	LOS ANGELES Los.Angeles.rcc.partnership@2020census.gov
Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico	NEW YORK New.York.rcc.partnership@2020census.gov
Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia	PHILADELPHIA Philadelphia.rcc.partnership@2020census.gov

**CALIFORNIA COMPLETE COUNT**

400 "R" Street, Suite 350
Sacramento, CA 95811
(916) 852-2020

Ditas Katague

Director

November 9, 2018

TO: CALIFORNIA COUNTY BOARD OF SUPERVISORS

SUBJECT: County-Optional Agreement to Conduct Outreach Related to the California Complete Count (CCC) 2020 Census

Every 10 years, the U.S. Census counts every resident in the nation. A complete and accurate count of California's population is essential to the state because the data collected by the Census determines the number of seats each state has in the U.S. House of Representatives and is also used to distribute billions of dollars in federal funds to local communities. More than 70 federal programs that benefit California, including education, health and human services, use Census numbers as part of their funding formulas.

In support of this effort, the California Legislature has appropriated \$90.3 million to fund activities related to the 2020 Census. The CCC, which is spearheading the state 2020 Census outreach strategy, is making \$26.5 million available to participating California counties to conduct outreach and assistance. This letter provides a county-optional agreement to fund outreach activities in each county to promote participation in the 2020 decennial census.

California's communication and outreach strategy will focus on both geographic areas and demographic populations who are "least likely to respond". These areas and populations are commonly referred to as "hard-to-count (HTC)" areas. These terms, least likely to respond and HTC are often used interchangeably.

Counties and cities play a significant role to ensure their populations are aware of the Census and are ready to be counted. Counties that choose to participate must opt-in and are subject to requirements, as described below.

Although funding will be dispersed directly to counties, it is fully expected that counties will collaborate with cities within their jurisdiction on outreach efforts. If a county chooses to subcontract with its cities, the State recommends using the "California Hard-to-Count Index interactive map" available at www.census.ca.gov.

COUNTY-OPTIONAL OUTREACH AGREEMENT

As defined in the Statement of Work (SOW), Exhibit A, the Census Office requires California counties to agree to do all of the following:

1. Prepare a board resolution, order, motion, ordinance or similar document from the local governing body authorizing execution of the agreement;
2. Prepare a Strategic Plan;
3. Participate in a monthly in-person meeting/or call with assigned Regional Program Manager;
4. Prepare Quarterly Written Reports;
5. Prepare an Implementation Plan; and
6. Prepare a Final Report

Counties choosing to opt-in, must submit the following attached documents to the California Complete Count - Census 2020 office by Feb. 8, 2019:

1. County Opt-In Letter (Attachment I)
2. County board resolution, order, motion, ordinance or similar document

Documents must be sent to:

California Complete Count - Census 2020
Attention: Contracts Unit
400 "R" Street, Suite 359
Sacramento, CA 95811

Attachment II displays a planning allocation for all counties.

Questions regarding this letter should be directed to the California Complete Count - Census 2020, at (916) 852-2020 or by email at Contracts@census.ca.gov.

Sincerely,

Original Document Signed By:

DITAS KATAGUE
Director
California Complete Count - Census 2020

EXHIBIT A
(Standard Agreement)

STATEMENT OF WORK (SOW)

County of _____, herein called (Contractor) is entering into this agreement with the California Complete Count Census 2020 (CCC Office), hereinafter referred to as "State or CCC Office" to provide marketing and outreach services on behalf of the State as described herein.

1. BACKGROUND

The California Complete Count Census 2020 effort is a statewide outreach and awareness campaign designed to ensure an accurate and complete count of all Californians in the upcoming 2020 United States Census. The 2020 Census is the decennial census, mandated by Article 1, Section 2 of the United States Constitution. The results are used to allocate Congressional seats, electoral votes, and government program funding to state and local governments. Just based on the funding component, a census that undercounts Californians could cost the state billions of dollars. For every Californian missed during the Census 2020 count, the State is expected to lose approximately \$1,950 per person, per year, for 10 years, in federal program funding.

In preparation for the 2020 census, Governor Brown issued an Executive Order (B-49-18) describing California's Census 2020 initiative. The Executive Order established a California Complete Count Committee to develop, recommend, and assist in the administration of a census outreach strategy to encourage full participation in the 2020 Census. The California Complete Count outreach strategy is funded by a Budget Bill, which allocated \$90.3 million in the state budget for efforts related to the upcoming 2020 Census. The State has authorized \$26.5 million of those funds to be directed towards county-based outreach efforts.

2. PURPOSE

The State's 2020 Complete Count Census outreach campaign will focus on both the geographic areas and demographic populations who are "least likely to respond". These areas and populations are commonly referred to as "hard-to-count (HTC)." The terms "least likely to respond" and "HTC" are often used interchangeably.

This program aims to address the following goals:

Increase awareness and knowledge about the 2020 Census in HTC communities and populations;

Deliver focused messages via trusted messengers in trusted environments about the 2020 Census process to HTC areas and populations concentrated in Census tracts that are least likely to respond.

Ensure that all outreach, messaging and publicity is culturally relevant and linguistically appropriate;

Support the California Complete Count statewide community outreach and media relations efforts through a strategy that is focused, timely, cost-effective and tailored to addressing barriers that prevent HTC communities and populations from completing and returning their forms;

Complement as well as add value to the outreach, messaging and advertising provided by the U.S. Census Bureau;

Work collaboratively with a network of community-based organizations, other local governments and others across sectors; and

The ultimate goal is to ensure that HTC/least likely to respond communities and populations in California are accurately counted in the 2020 Census, thereby achieving the highest self-response rate possible for California.

3. OBJECTIVES

The local county office (herein called Contractor) will collaborate and work with other contracted community-based-organizations (CBOs) and State media contractor(s) to inform the general public of the importance of completing the census questionnaire. The goal is to avoid duplication, identify outreach gaps and fill them accordingly. Contractor will implement outreach to encourage full participation and avoid an undercount as stated in the Governor's Executive Order B-49-18.

A. THE STATE'S OUTREACH OBJECTIVES ARE:

1. To further promote awareness about the census, the process, its pre-notice advisory, the questionnaire and the key deadlines.
2. To publicize locations where the public may receive information regarding the census in their native language and assistance completing the census questionnaire. Locations may include neighborhood Questionnaire Assistance Centers (QACs), Questionnaire Action Kiosks (QAKs), and other venues. A QAC can be established at a public venue such as a library, school, or post office staffed with knowledgeable personnel that can assist the public with completing the census questionnaire, and answer questions related to the Census 2020.

3. To motivate all Californians to complete and return their questionnaires by explaining in ways that are relevant to them what the census means to California, and when possible, to their counties and cities.
4. To focus funding and efforts in geographic areas and demographic populations who are least likely to respond including, but not limited to:
 - Latinos
 - African-Americans
 - Native Americans and Tribal Communities
 - Asian-Americans/Pacific Islanders
 - Middle-Eastern North Africans
 - Immigrants and Refugees
 - Farm-workers
 - People with Disabilities
 - Seniors
 - Homeless Individuals and Families
 - Children Ages 0-5
 - Veterans
 - Areas with low broadband subscription rates and limited or no access
 - Households with limited English proficiency

B. THE CONTRACTOR SHALL ACHIEVE THE FOLLOWING OBJECTIVES:

EDUCATE

1. Inform the public about the census process, purpose and timeline.
2. Inform the public of the importance of the census. The State will receive billions of dollars of federal funds for education, health care, job training, transportation and other vital services based on the census numbers. The federal government also uses census data to determine how to apportion the House of Representatives seats among states.
3. Inform the public that the census data is confidential. No one except sworn U.S. Census Bureau ("Census Bureau") employees can see the complete census questionnaire forms or link names to responses. The Census Bureau requires that any individuals with access to census materials adhere to strict confidentiality and security guidelines. The law, Section 214 of Title 13, "Wrongful Disclosure of Information," sets forth severe penalties applicable to federal government officials and local government census liaisons if they misuse information they receive from the census responses. These penalties include fines up to \$5,000, 5 years in prison, or both. The Census Bureau's dedication to confidentiality plays an important role in everything it does. All employees must pass a security and employment reference check, swear they are not employed as tax collectors or assessors or law enforcement officials and establish they have no felony convictions as adults. The

Census Bureau employs a host of safeguards, such as electronic barriers and secure telephone lines, to block outside access to any confidential information in Census Bureau computers.

4. Identify areas and populations within Contractor's local jurisdiction that are least likely to respond, as identified in Task 1.2.
5. To establish, manage, and announce locations where the public may receive information regarding the census in their native language and assistance completing the census questionnaire. Locations may include neighborhood QAC's and QAK's

MOTIVATE

6. Eliminate the fear of completing the census questionnaire. Instill trust that the government will not use this data in a negative way. No one outside the Census Bureau can ever be given any information to link names to addresses on the census questionnaire. Not even the President of the United States is permitted to look at individual census records.
7. Utilize trusted messengers and sources to encourage members of the public to participate in the census by completing their census questionnaire.
8. Establish comfortable environment(s) and settings early on and leading to the Census 2020 to encourage the public to participate in the census, following the education phase. Continue to educate and inform on the importance of the census as a motivator.
9. Where possible, Contractor should assess messaging efforts, outreach and tools.

ACTIVATE

10. Engage trusted messengers in trusted environments to help the public participate in the census.
11. Conduct and participate in community gatherings and other forums to rally the public to participate in the census.
12. Collaborate with other stakeholders and across sectors to activate the public to participate in the census process by filling out the census questionnaire.

4. STRATEGIC OUTREACH DEVELOPMENT AND IMPLEMENTATION

Contractor shall design and implement a multi-faceted, multi-channel, multi-lingual cohesive strategic outreach plan to reach all census audiences in California. The overarching strategic plan should address broad census goals and objectives and specific

outreach strategies, as well as integrate with other outreach efforts. The plan shall be submitted to the CCC Office as described in Task 1.

5. RESPONSIBILITIES & REQUIREMENTS

The board resolution, order, motion, ordinance or similar document shall be approved by the State before the parties can enter into a valid contract. The Contractor shall not perform any tasks prior to contract execution. A list of all tasks and deliverables are set forth below.

Administrative Requirement - Board Resolution	
Each county is required to have a Board legally binding resolution, order, motions or ordinance or similar document from the local governing body authorizing execution of the agreement.	
Task 1 -- Strategic Plan	
Within sixty (60) days of entering into contract, the Contractor must provide the State with the Contractor's Strategic Plan, which shall address subtasks 1.1 through 1.11. The CCC Office must approve (in writing) the Strategic Plan.	
1.1	Outreach Plan – Contractor shall provide a plan that includes a local, grassroots approach to reaching the least likely to respond with specific strategies, tactics and timeline(s), as well as description of specific collaboration(s), partnership(s), and leveraging of resources to achieve the highest self-response rate on the census 2020 questionnaire. Further components are listed below:
1.2	Approach -- Contractor shall describe its approach to outreach, including: <ul style="list-style-type: none">• Identification of least likely to respond areas and populations vis-a-vis census tracts within the local jurisdiction.• Describe research methodology used to identify HTC/least likely to respond populations, barriers, challenges and opportunities for outreach
1.3	Partnership Coordination -- Contractor shall provide a plan showing its integrated and coordinated approach working with the US Census Bureau, the CCC Office, cities, schools, CBOs, and other civil society organizations to avoid duplication and to identify methodology to address gaps.
1.4	Resources and Infrastructure -- Contractor shall provide a primary designee who has geographic information systems (GIS) knowledge that will interface with the Statewide Outreach and Rapid Deployment (SwORD) mapping portal. Contractor shall also provide a plan for establishing, managing, and announcing QACs and/or QAKs which should include locations and resources. Contractor shall work with their assigned State RPM to activate a reasonable number of QACs/QAKs within their local jurisdiction.

1.5	Contractor shall provide geospatial data or mapping of the following: <ul style="list-style-type: none"> • County HTC/least likely to respond areas • County resources/office to be leveraged in outreach to the HTC/least likely to respond • Potential partners including CBOs and any other partners across various sectors
1.6	Language Access Plan – California has over 200 non-English languages spoken across the state. Contractor shall provide a plan that includes strategies, tactics and resources, including partnerships, to address language access in the local jurisdiction.
1.7	Local Complete Count Committee (LCCC) -- Structure of the county's LCCC and organization chart, if available.
1.8	Workforce Development -- Plan describing how the county may assist the U.S. Census Bureau with local hiring of census enumerators and other personnel. Based on previous census efforts, it is known that hiring locally for these critical jobs is an important factor in establishing trusted messengers that may impact the enumeration positively.
1.9	Budget -- Contractor shall provide a budget proposal of the County's allocated funding provided by the State including, but not limited to: <ul style="list-style-type: none"> • Administrative costs (not to exceed 10% of total allocation) • Outreach (e.g. events, meetings, materials, etc.) • Media
1.10	Timeline of activities during the term of this contract.
1.11	Contractor to describe its plan to measure results throughout the contract such as: <ul style="list-style-type: none"> • Accountability Measures • Data to be collected – Type and Quantity • Evaluation Methodology/Approach
Task 2 - Monthly Meetings	
2.0	Immediately upon contract execution, the Contractor shall participate in monthly in-person meetings or phone calls with the area's assigned State Regional Program Manager (RPM) to discuss operations and provide updates of the strategic plan and progress. The monthly meetings shall continue through September 30, 2020. The Contractor shall be responsible for scheduling monthly meetings with the RPM.
Task 3 - Quarterly Written Reports	

3.0	Immediately upon contract execution or starting April 1, 2019, whichever comes later, the Contractor shall provide written quarterly reports to the assigned RPM. The quarterly written reports must include: <ul style="list-style-type: none">• Information for SwORD data uploads, upon request by the RPM• Language access plan updates• Calendar and event updates• Budget Update• Other criteria to be determined by the RPM (e.g. Activity Summary, Deliverable Status, Concerns/Issues)
Task 4 - Implementation Plan	
4.0	An Implementation Plan is due by September 30, 2019. The Implementation Plan shall include: <ul style="list-style-type: none">• Overview of outreach and marketing/communications• List of subcontractors, including address, audience reached• Non-Response Follow-Up (NRFU) Period Plans and Activities, specifically during the May- August, 2020 timeframe• Update on Task 1.11
Task 5 - Final Report	
5.0	A final report is due on September 30, 2020. At a minimum, the final report shall include: <ul style="list-style-type: none">• Local response outcome including specific self-response rate• Overview of NRFU activities• Detailed report on strategies, tactics and timeline(s) used throughout the outreach campaign• Lessons learned and best practices that may inform subsequent census outreach efforts in the local jurisdiction and, if appropriate, across California• Evaluations, criteria used and further recommendations for 2030

6. PROJECT REPRESENTATIVES DURING THE TERM OF THIS AGREEMENT

State (Regional Program Manager):		Contractor:	
Name:		Name:	
Telephone Number:	(xxx) xxx-xxxx	Telephone Number:	(xxx) xxx-xxxx
Address		Address	
E-mail address	@census.ca.gov	E-mail address	@county.gov

Direct all financial and administrative inquiries to:

State:		Contractor:	
Name:		Name:	
Telephone Number:	(xxx) xxx-xxxx	Telephone Number:	(xxx) xxx-xxxx
Address		Address	
E-mail address	@census.ca.gov	E-mail address	@county.gov

7. DELIVERABLE SCHEDULE

	Milestone	Payment Amount	Timeline
1	Board Resolution (Upon contract execution)	10% of Total Contract Amount, less 10% withhold	Upon Receipt by the State
2	Strategic Plan	35% of Total Contract Amount, less 10% withhold	Upon State Approval
3	First Quarterly Report	10% of Total Contract Amount, less 10% withhold	April 1, 2019
4	Second Quarterly Report	10% of Total Contract Amount, less 10% withhold	July 1, 2019
5	Third Quarterly Report / Implementation Plan (January 2020- July 2020)	25% of Total Contract Amount, less 10% withhold	September 30, 2019

6	Completion / Results of Outreach (Final plans for Census week of outreach events)	Release of Withhold	February 15, 2020
7	NRFU Plan	5% NRFU Plan	April 15, 2020
8	Final Report	5% of Total Contract Amount	September 30, 2020

8. DOCUMENTS AND DELIVERY

1. Document Format

- a. All documents shall be provided in a format compatible with the State Census Office standard applications (currently, Microsoft Office and Adobe). In all cases, the Contractor shall verify application compatibility with the State Contract Manager prior to creation or delivery of any document. Any deviations to these standards shall be approved by the State's Contract Manager.
- b. The delivery media shall be compatible with the State storage devices. (currently, USB Flash Drives or CD/DVD ROM)
- c. Contractor shall have the capability to collect and store data in formats such as Excel, .csv or others used in geographic information systems.
- d. Internet access is required.

2. Electronic and hard copy submissions:

- a. One (1) electronic copy and two (2) hard copies of all documents are to be submitted to:

California Complete Count – Census 2020
Attn: Contracts Unit
Agreement #XXXXXXXX
400 R Street Suite 359
Sacramento, CA. 95811
Contracts@census.ca.gov

9. SUBSTITUTE PERSONNEL

1. If the Contractor's assigned representative is unable to perform their duties due to illness, resignation, other factors beyond the Contractor's control, or upon mutual agreement of the Parties, the Contractor shall make every reasonable effort to provide suitable substitute personnel. If the Contractor is unable to provide a substitute, or if the State does not approve of the substitute, either the Contractor or the State may terminate this Agreement with a 30-day advance written notice.

2. If the addition or substitution of Contractor personnel does not increase the total cost of the Agreement, no amendment shall be required to make this change(s) to the Agreement.

10. TERM OF AGREEMENT

This Agreement will commence on the start date as noted on the Standard Agreement, STD 213, or the date approved by the State Census Office, whichever is later, and no work shall begin before that time. The Contractor shall not receive payment for work performed prior to approval of the Agreement and before receipt of notice to proceed by the State Contract Manager. This Agreement shall expire on the date noted on the STD 213.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENT

For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate Contractor for actual expenditures in accordance with the rates/costs specified herein.

EXAMPLE BREAKDOWN OF PAYMENT

Total Allocation: \$250,000

	Milestone	Payment Percentage	Invoice Amount	Actual Payment (Less Withhold)	Payment Date
1	Board Resolution**	10%	\$25,000	\$22,500	Upon Receipt
2	Strategic Plan**	35%	\$87,500	\$78,750	Upon State Approval
3	Quarterly Report**	10%	\$25,000	\$22,500	April 1, 2019
4	Quarterly Report**	10%	\$25,000	\$22,500	July 1, 2019
5	Implementation Plan (January 2020- July 2020) **	25%	\$62,500	\$56,250	September 30, 2019
6	Implementation Outreach	Release of Withhold		\$22,500	
7	NRFU Plan	5%	\$12,500	\$11,250	
8	Final Report	5%	\$12,500	\$13,750	September 30, 2020
			Total Contract:	\$250,000.00	

**** Payments shall include a 10% withhold pursuant to Public Contract Code section 10346.**

Contractor will be paid for satisfactorily completing each task through a series of progress payments. Pursuant to California Public Contract Code section 10346 and State Contract Manual Vol. I, Section 7.33, each progress payment will contain a 10% withhold to be paid according to the dates set forth in the table below.

- A. In no event shall the Contractor request or be entitled to reimbursement from the State for obligations entered into or for cost(s) incurred prior to the effective date or after this Agreement terminates.
- B. The Contractor shall submit invoices, in accordance with the payment schedule above. Invoices must include the following:
 - 1) State Agreement number;
 - 2) Invoice number;
 - 3) Invoice date;
 - 4) Invoice total;
 - 5) Contractor's remittal address;
 - 6) Billing and/or performance period covered by invoice;

C. Invoices shall be submitted physically to the address listed below:

**California Complete Count – Census 2020
Administration Office
Agreement #XXXXXXXX
400 R Street Suite 359
Sacramento, CA. 95811**

2. BUDGET CONTINGENCY

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other consideration under this Agreement, and the Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement to the Contractor to reflect a reduction in the amount.

3. PROMPT PAYMENT CLAUSE

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with section 927.

4. TIMELY SUBMISSION OF FINAL INVOICE

- A. A final undisputed invoice that is clearly marked "Final Invoice" shall be submitted for payment no more than thirty (30) calendar days following the expiration or termination date of this Agreement.
- B. If the State disputes the Final Invoice or any item in the Final Invoice, the State shall provide written notice to the Contractor describing the reason or reasons the State disputes the Final Invoice, and the Contractor shall be required to submit a corrected Final Invoice to the State no later than ten (10) calendar days after the date the Contractor received the State's written notice.
- C. If the Contractor fails to submit a corrected Final Invoice within the time required, or if the Contractor's corrected Final Invoice fails to correct the disputed item, the State shall have the right to elect to deny payment of the disputed item and pay only the undisputed amounts under the Final Invoice.
- D. The State may, at its discretion, choose not to honor any final invoice submitted after the deadline specified in Exhibit B, Budget Detail and Payment Provisions Section 5.A above if the Contractor fails to obtain prior written State approval of an alternate Final Invoice submission deadline.

EXHIBIT C

GENERAL TERMS AND CONDITIONS (GTC-04/2017)

The General Terms and Conditions are herein incorporated by reference and are available at the Internet site:

<http://www.dgs.ca.gov/LinkClick.aspx?fileticket=x6TrRwzYLxs%3d&tabid=6133&portalid=32&mid=10104>

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. PERFORMANCE COMMENCEMENT

This Agreement is of no force and effect until signed by both Parties.

2. RIGHT TO TERMINATE

The State reserves the right to terminate this Agreement without cause upon thirty (30) days advance written notice to the Contractor. Contractor may submit a written request to terminate this agreement only if the State should substantially fail to perform its responsibilities as provided herein.

However, the State may terminate the Agreement for cause. The term "for cause" shall mean that the Contractor fails to meet the terms, conditions, and/or responsibilities of the Agreement. In this instance, the termination of the Agreement shall be effective as of the date indicated on the State's notification to the Contractor. In the event of such termination, the State may proceed with the work in any manner deemed proper by State and all costs to the State shall be deducted from any sum due to the Contractor under this agreement.

This parties may agree to suspend or cancel the agreement if the Contractor or State's premises or equipment are destroyed by fire or other catastrophe, or so substantially damaged that it is impractical to continue service, or in the event the Contractor is unable to render service as a result of any action by any governmental authority.

3. AMENDMENTS

Upon mutual consent, CCC Office and the Contractor may execute amendments to this Agreement. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, and agreed upon by both parties and approved, as required. No verbal understanding or agreement not incorporated into the Agreement is binding on any of the parties.

4. POTENTIAL SUBCONTRACTORS

Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

5. CONTRACTOR STAFF EXPENSES

The Contractor represents that it has or shall secure at its own expense, all staff required to perform the services described in this Agreement. Such personnel shall not be employees of or have any contractual relationship with the California Complete Count – Census 2020 or the State of California.

6. COPYRIGHT

All rights in copyright works created by the Contractor in the performance of work under this contract are the property of the State.

7. INSURANCE REQUIREMENTS

A. General Provisions Applying to All Policies

- 1) Coverage Term – Coverage needs to be in force for the complete term of the contract. If insurance expires during the term of the contract, a new certificate must be received by the State at least ten (10) days prior to the expiration of this insurance. Any new insurance must still comply with the original terms of the contract.
- 2) Policy Cancellation or Termination & Notice of Non-Renewal – Contractor and/or Permittee is responsible to notify the State within five business days before the effective date of any cancellation, non-renewal, or material change that affects required insurance coverage. In the event Contractor and/or Permittee fails to keep in effect at all times the specified insurance coverage, the State may, in addition to any other remedies it may have, terminate this Contract upon the occurrence of such event, subject to the provisions of this Contract.
- 3) Deductible – Contractor and/or Permittee is responsible for any deductible or self-insured retention contained within their insurance program.
- 4) Primary Clause – Any required insurance contained in this contract shall be primary, and not excess or contributory, to any other insurance carried by the State.
- 5) Insurance Carrier Required Rating – All insurance companies must carry a rating acceptable to the Office of Risk and Insurance Management. If the Contractor and/or Permittee is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.
- 6) Endorsements – Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.
- 7) Inadequate Insurance – Inadequate or lack of insurance does not negate the Contractor and/or Permittee's obligations under the contract.

- 8) Satisfying a SIR – All insurance policies required by this contract/permit must allow the State to pay and/or act as the Contractor's agent in satisfying any self-insured retention (SIR). The choice to pay and/or act as the contractor's agent in satisfying any SIR is at the State's discretion.
- 9) Available Coverages/Limits – All coverage and limits available to the Contractor shall also be available and applicable to the State.
- 10) Subcontractors – In the case of Contractor and/or Permittee's utilization of subcontractors to complete the contracted scope of work, Contractor and/or Permittee shall include all subcontractors as insureds under Contractor and/or Permittee's insurance or supply evidence of insurance to The State equal to policies, coverages and limits required of Contractor and/or Permittee.

B. Insurance Requirements: The Contractor shall furnish to the State evidence of the following required insurance:

- 1) Commercial General Liability – Contractor shall maintain general liability on an occurrence form with limits not less than one-million dollars (\$ 1,000,000.00) per occurrence and two-million dollars (\$ 2,000,000.00) aggregate for bodily injury and property damage liability. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured Contract. This insurance shall apply separately to each insured against which claim is made, or suit is brought subject to the Contractor's limit of liability. The policy must name The State of California, its officers, agents, and employees as additional insured, but only with respect to work performed under the contract.

The policy must include the following additional ensured designation and endorsement:

“California Complete Count – Census 2020, State of California, its officers, agents, and employees are included as additional insureds, but only with respect to work performed under this contract.”

The endorsement must be supplied under form acceptable to the Office of Risk and Insurance Management.

- 2) Automobile Liability – By signing this Agreement, the Contractor certifies that the Contractor and any employees, subcontractors or servants possess valid automobile coverage in accordance with California Vehicle Code Sections 16450 to 16457, inclusive. The State reserves the right to request proof at any time)
- 3) Workers Compensation and Employers Liability – Contractor shall maintain statutory worker's compensation and employer's liability coverage for all its employees who shall be engaged in the performance of the Contract. Employer's liability limits of \$1,000,000 are required. When work is performed on State owned or controlled property the

workers' compensation policy shall contain a waiver of subrogation in favor of the State (Census). A waiver of subrogation in favor of the State of California shall be provided.

- 4) Professional Liability Contractors shall maintain errors and omissions/professional liability insurance with limits no less than \$1,000,000 each occurrence and \$3,000,000 annual aggregate covering any damages caused by negligent error, act, or omission. The policy's retroactive date shall be shown on the certificate of insurance and shall be no later than the date of this contract or the date work under this contract begins. Contractor is responsible for maintaining continuous coverage for up to three (3) years after the notice of completion of the contract.

Subsequent renewals of the insurance certificate shall be sent to CCC Office , c/o Census, Attn: Sara Murillo, 400 R Street, Suite 359, Sacramento, California 95811. This name and address shall appear on the certificate as the certificate holder.

8. PERMITS AND LICENSES

The Contractor shall procure all permits and licenses, pay all charges and fees and give all notices necessary and incidental to the due and lawful prosecution of the work.

9. POLITICAL REFORM ACT

The Contractor shall comply with the language stated in the Standard Contract Provisions Concerning the Political Reform Act, Exhibit D, Attachment 2. Contractor shall file a Statement of Economic Interests (Fair Political Practices Commission Form 700) upon assuming office, annually, and within 30 days after leaving office.

10. SETTLEMENT OF DISPUTES

In the event of a dispute, the Contractor shall file a written dispute notice with the State Contract Manager within ten (10) State business days after discovery of the problem. Pending resolution of any dispute, the Parties shall continue to perform under this Agreement, and Contractor shall diligently continue all work and comply with all of the State Contract Manager's orders and directions.

A. The written dispute notice shall contain the following information:

- 1) The decision under dispute;
- 2) The reason(s) the Contractor believes the decision in dispute to have been in error (if applicable, reference pertinent Agreement provisions);
- 3) Identification of all documents and substance of all oral communications that support the Contractor's position; and
- 4) The dollar amount in dispute, if applicable.

B. Upon receipt of the written dispute notice, the State Contract Manager will examine the matter and issue a written decision to the Contractor within ten (10) State business days. The decision shall contain the following information:

- 1) A description of the dispute;

- 2) A reference to pertinent Agreement provisions, if applicable;
 - 3) A statement of the factual areas of the agreement or disagreement; and
 - 4) A statement of the representative's decision with supporting rationale.
- C. The decision of the State Contract Manager shall be final unless, within thirty (30) calendar days from the date of the receipt of the State Project Director's decision, the Contractor files with the State a notice of appeal addressed to:

California Complete Count Census 2020

Attn: Director

400 "R" Street, Suite 350,
Sacramento, CA 95811

The decision of the Director or the Director's designee shall be final.

11. ENTIRE AGREEMENT

This Agreement (including the Exhibits and documents incorporated into this Agreement by reference) is the complete and exclusive statement of the Agreement between the Parties relating to the subject matter of this Agreement and supersedes all prior contracts or prior representations, oral or written, between the Parties relating to the subject matter of this Agreement.

12. INCOMPATIBLE ACTIVITIES & STATEMENT OF ECONOMIC INTEREST FORM 700

- A. The County Employee is subject to the following incompatible activities provision of Government Code section 1126 during the term of this Agreement:
- "(a) Except as provided in Section 1128 and 1129, a local agency officer or employee shall not engage in any employment activity or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency to which he or she is employed. The officer or employee shall not perform any work, service or counsel for compensation outside his or her local agency employment where any part of his or her efforts will be subject to approval by any other officer, employee, board or commission of his or her employing body, unless otherwise approved in the manner prescribed by subdivision (b)."
- B. Any employment or other arrangement for compensated services by a county employee performing services pursuant to this agreement with a community-based organization or media service during the performance of this contract, shall be deemed an incompatible activity within the meaning of Government Code section 1126, subdivision (a), and is prohibited during the term of this Agreement.
- C. The Contractor staff is subject to the State's conflict of interest laws, and as such will be required to complete the Statement of Economic Interests, Form 700, prior to performing any work under this Agreement, on an annual basis thereafter, and

within 30 days of leaving office: <http://www.fppc.ca.gov/Form700.html>. In addition, upon Agreement award and every two (2) years thereafter, Contractor staff shall complete the State's online Ethics Training Course, as maintained by the California Office of the Attorney General, and submit the certificate of completion to the State Project Director or designee.

13. DATA SECURITY

Contractor will be required to sign a data security policy prior to uploading any data and/or documents into SwORD. Contractor shall provide the signed policy to the CCC Office within ten days (10) of receiving the document and request for signature.

14. PROTECTION OF STATE FINANCIAL, STATISTICAL, PERSONAL, TECHNICAL AND OTHER DATA

All financial, statistical, personal, technical, and other data and information relating to the State's operation that are designated confidential by the State and made available to County employee(s) in order to perform under this Agreement, or which become available to County employee(s) in performing under this Agreement, shall be protected by the Contractor and the County employee(s) from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the State. The identification of all such confidential data and information as well as the State's procedural requirements for protection of such data and information from unauthorized use and disclosure shall be provided by the State in writing to the Contractor and the County employee(s). If the methods and procedures employed by the Contractor and the County employee(s) for the protection of the Contractor's and County employee(s)' data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used with the written consent of the State to carry out the intent of this paragraph. The Contractor and the County employee(s) shall not be required under the provisions of this paragraph to keep confidential any data or information that is or becomes publicly available, is already rightfully in the Contractor or County employee(s)' possession, is independently developed by the Contractor or the County employees outside the scope of this Agreement, or is rightfully obtained from third parties

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Attachment I



California Complete Count - Census 2020
400 "R" Street, Suite 359
Sacramento, CA 95811

Dear Director Katague,

The purpose of this letter is to inform the California Complete Count Census 2020 (CCC Office) that _____ County elects to opt-in to the County-Optional Outreach Agreement (herein referred to as the Outreach Agreement) for fiscal year (FY) _____. By choosing to participate in the Outreach Agreement, _____ County agrees to perform all of the following requirements, as defined in EXHIBIT A, Statement of Work:

- Prepare a board resolution, order, motion, ordinance or similar document authorizing the County to enter into this Agreement.
- Prepare a Strategic Plan.
- Participate in a monthly in-person meeting or call with the assigned State Regional Program Manager
- Prepare quarterly written reports.
- Prepare an Implementation Plan.
- Prepare a Final Report.

_____ County agrees that by choosing to opt-in and participate in the Outreach Agreement, the county will contract with the Census Office in good faith to use State funding to conduct outreach activities to promote the 2020 Census. In addition, _____ County agrees to conduct post enumeration outreach activities after April 1, 2020, if the Census Office determines that post-enumeration outreach is needed.

The County Opt-In Letter must be received by the Census Office on or before **February 8, 2019.**

Signature of Authorized County Representative

Date

Print Name

Title

Attachment II



CENSUS 2020 COUNTY FUNDING ALLOCATION TABLE

County	Allocation
Alameda	\$843,249
Alpine	\$25,000
Amador	\$50,000
Butte	\$133,958
Calaveras	\$50,000
Colusa	\$25,000
Contra Costa	\$362,605
Del Norte	\$50,000
El Dorado	\$100,000
Fresno	\$1,088,443
Glenn	\$50,000
Humboldt	\$100,000
Imperial	\$284,435
Inyo	\$25,000
Kern	\$852,723
Kings	\$121,055
Lake	\$75,000
Lassen	\$50,000
Los Angeles	\$9,393,090
Madera	\$133,610
Marin	\$100,000
Mariposa	\$25,000
Mendocino	\$75,000
Merced	\$289,390
Modoc	\$25,000
Mono	\$25,000
Monterey	\$401,996
Napa	\$100,000
Nevada	\$75,000

County	Allocation
Orange	\$1,555,519
Placer	\$100,000
Plumas	\$25,000
Riverside	\$1,210,891
Sacramento	\$862,308
San Benito	\$75,000
San Bernardino	\$1,482,128
San Diego	\$1,565,350
San Francisco	\$546,212
San Joaquin	\$474,168
San Luis Obispo	\$100,000
San Mateo	\$228,835
Santa Barbara	\$354,319
Santa Clara	\$963,854
Santa Cruz	\$111,586
Shasta	\$100,000
Sierra	\$25,000
Siskiyou	\$50,000
Solano	\$145,572
Sonoma	\$100,000
Stanislaus	\$318,521
Sutter	\$86,138
Tehama	\$75,000
Trinity	\$25,000
Tulare	\$582,714
Tuolumne	\$75,000
Ventura	\$288,754
Yolo	\$127,079
Yuba	\$100,000

Total County Funding	\$26,683,500
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Achieving a Complete
and Accurate Count

2020 CENSUS PLANNING



CENSUS 2020 GOAL

Ensure that everyone is
counted once, only once, and
in the right place.

IMPORTANCE OF THE CENSUS

Representation

Census count determined Congressional Representation for each state and provides data to draw federal, state, and local legislative districts.

Funding

Apportion more than \$675 billion in federal grants to tribal, state and local government.

Policy

Census data is used to make decisions at every level of government that will impact our communities, e.g., siting of schools, hospitals, libraries, public services.

Planning

Plan future locations for retail stores, new housing developments and other community facilities.

FISCAL SIGNIFICANCE TO THE COUNTY

- An undercount would deprive Contra Costa County of millions of dollars in federal funds per year – an estimated \$2,000 per resident per year, according to California Department of Finance estimates.
- An undercount of 1,000 residents in each district, risks a potential loss of an estimated **\$10 million** in funding per year. This equates to an estimated **\$100,000,000 million** over the next decade.

Census by the Numbers

- Contra Costa County receives 42% of its revenue from Federal & State resources
- California receives \$76 billion in federal funding, based upon the state's population
- Each person not counted equates to a loss of about \$2,000 in State and Federal funding **PER YEAR**
- Contra Costa County has 212,356 people living in “Hard-to-Count” Census Tracts
- If Contra Costa County undercounts by 5%, **we'd lose an estimated \$1.1 Billion over 10 years**

WHAT'S NEW IN THE 2020 CENSUS?

New Question regarding Citizenship Status

Is this person a citizen of the United States?

☐ Yes, born in the United States

☐ Yes, born in Puerto Rico, Guam, the U.S. Virgin Islands, or Northern Marianas

☐ Yes, born abroad of U.S. citizen parent or parents

☐ Yes, U.S. citizen by naturalization – *Print year of naturalization* ➤

☐ No, not a U.S. citizen

WHAT'S NEW IN THE 2020 CENSUS?

Concerns about Citizenship Status Question

- If immigrants shun the Census, it could impact the number of congressional seats and the amount of federal funding in states and communities with a large number of immigrants.
- Immigrants skipping the Census could also hurt health and social science research which depends on the Census for baseline population data.
- The question is being challenged in court by California Attorney General on the grounds it could cause many immigrants to skip the 2020 Census out of fear their information could be used against them, even though it is illegal to share a person's census response with law enforcement or immigration agencies.

WHAT'S NEW IN THE 2020 CENSUS?

First time the Census Decennial Survey will be online

Pros

- New technology to make it easier than ever to respond to the census.
- There are more options for self-response (online, by phone, and by mail), thus reducing door to door canvassing.

Cons

- Inequitable access to internet.
- Concerns about cybersecurity.

ACCOMPLISHMENTS TO DATE

Complete Count Preparation

- DCD and CAO have begun the process required to have an effective Complete Count effort.
- Form partnerships with Federal, State, and local Census staff.
- Initiated outreach to local partners.
- Created a webpage to share outreach resources with local partners.
- Completed mapping analysis of the County's hard to count population.

ACCOMPLISHMENTS TO DATE

LUCA (Local Update of Census Addresses) - Local governments can review the Census Master Address File (MAF) once a decade. The MAF is like the "invitation list" to participate in the Census.

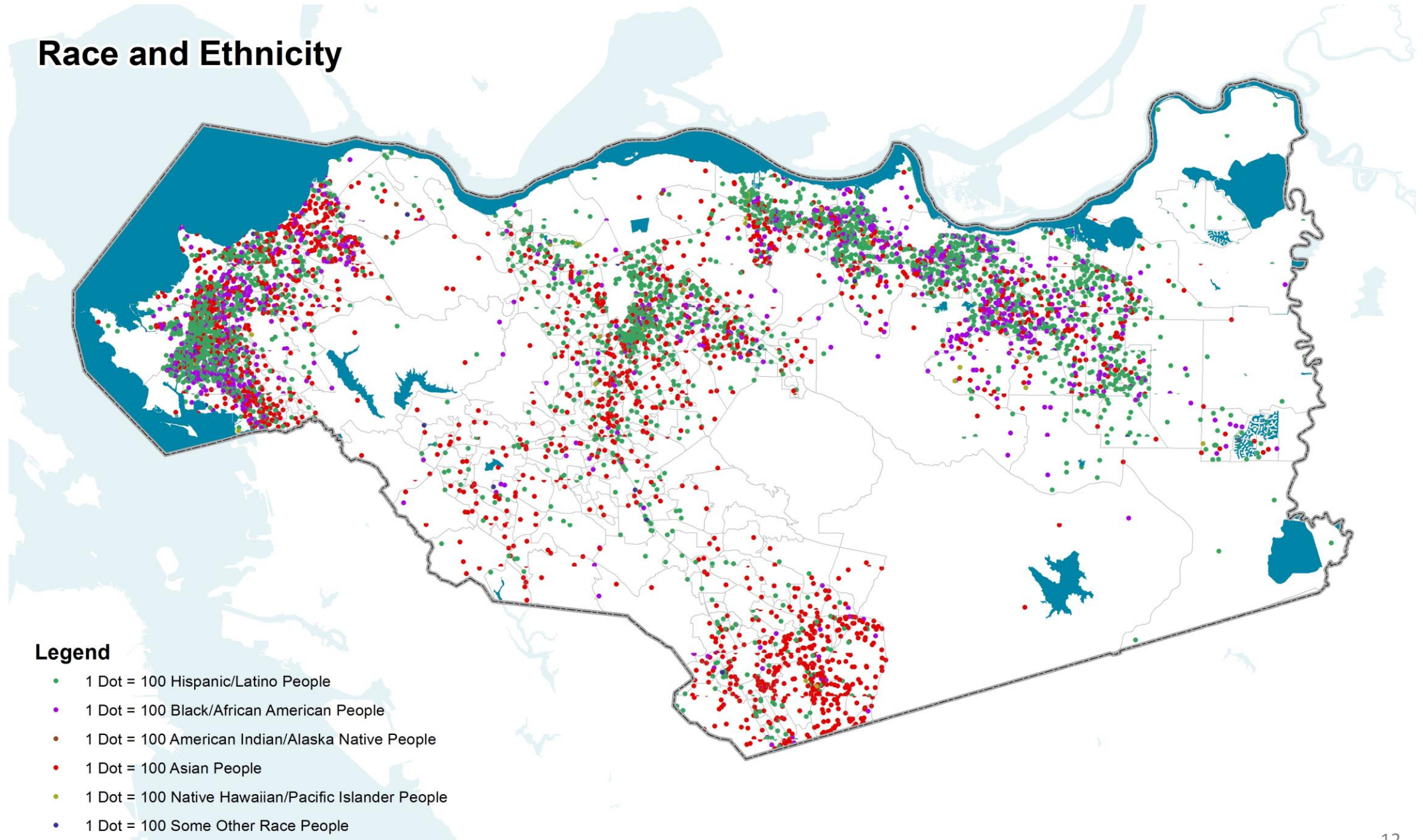
- DCD partnered with East Bay Community Foundation, RYSE, FirstFive, and Safe Returns to complete on the ground canvassing for unconventional units that may not be in County Address File.
- Added about **5,700** new housing units.
- Given estimated 2.85 persons per household in Contra Costa County, the added units represent a potential of **\$32,490,005** per year in funding or **\$324,490,000** for the decade!

BBSP (Block Boundary Suggestion Project) - Local governments can provide updates to geographic and jurisdictional lines to create census blocks once a decade. DCD provided over **15,000** line updates.

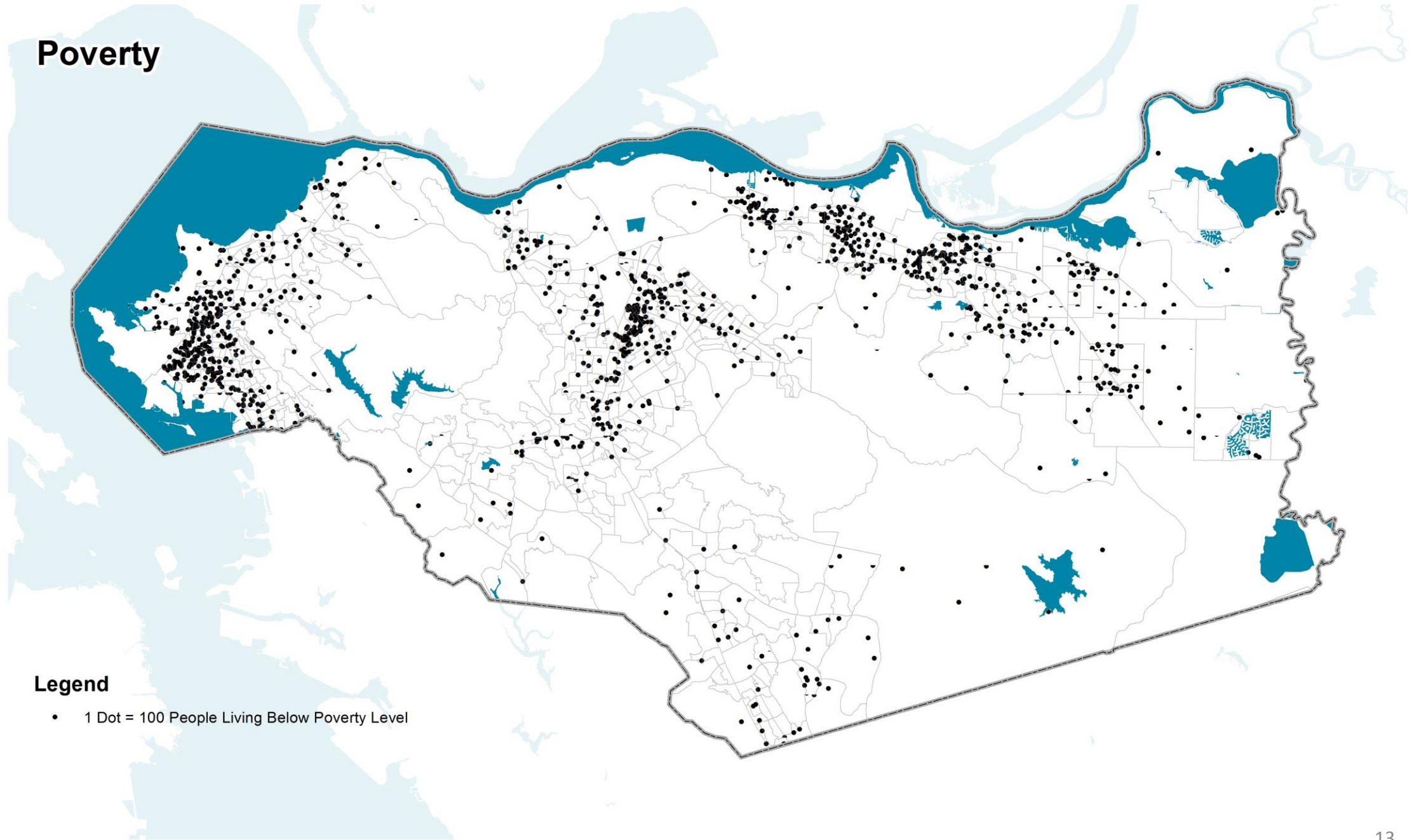
Who are the hard to reach populations?

The following maps highlight some key Hard to Reach populations and where they live in the County

Race and Ethnicity



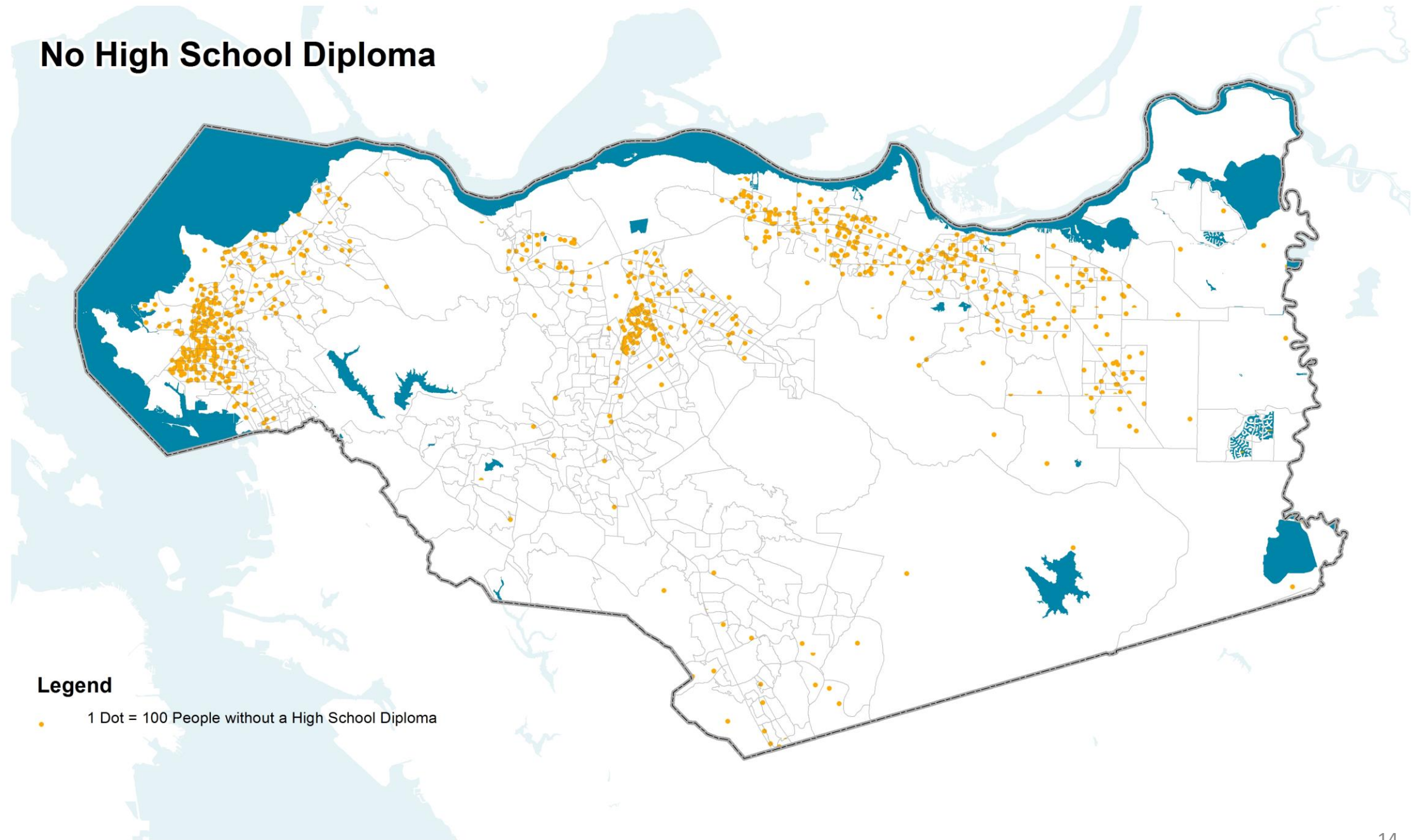
Poverty



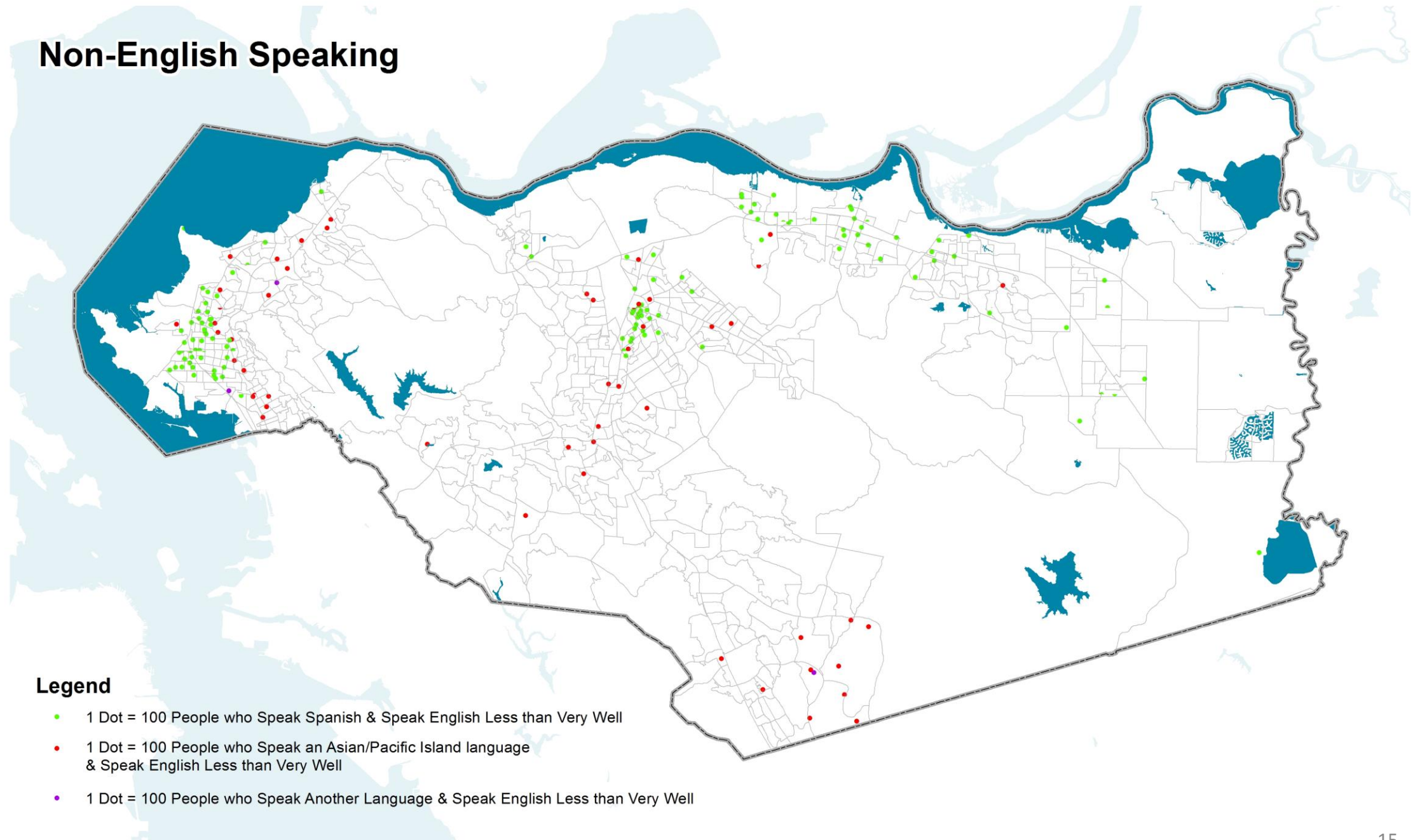
Legend

- 1 Dot = 100 People Living Below Poverty Level

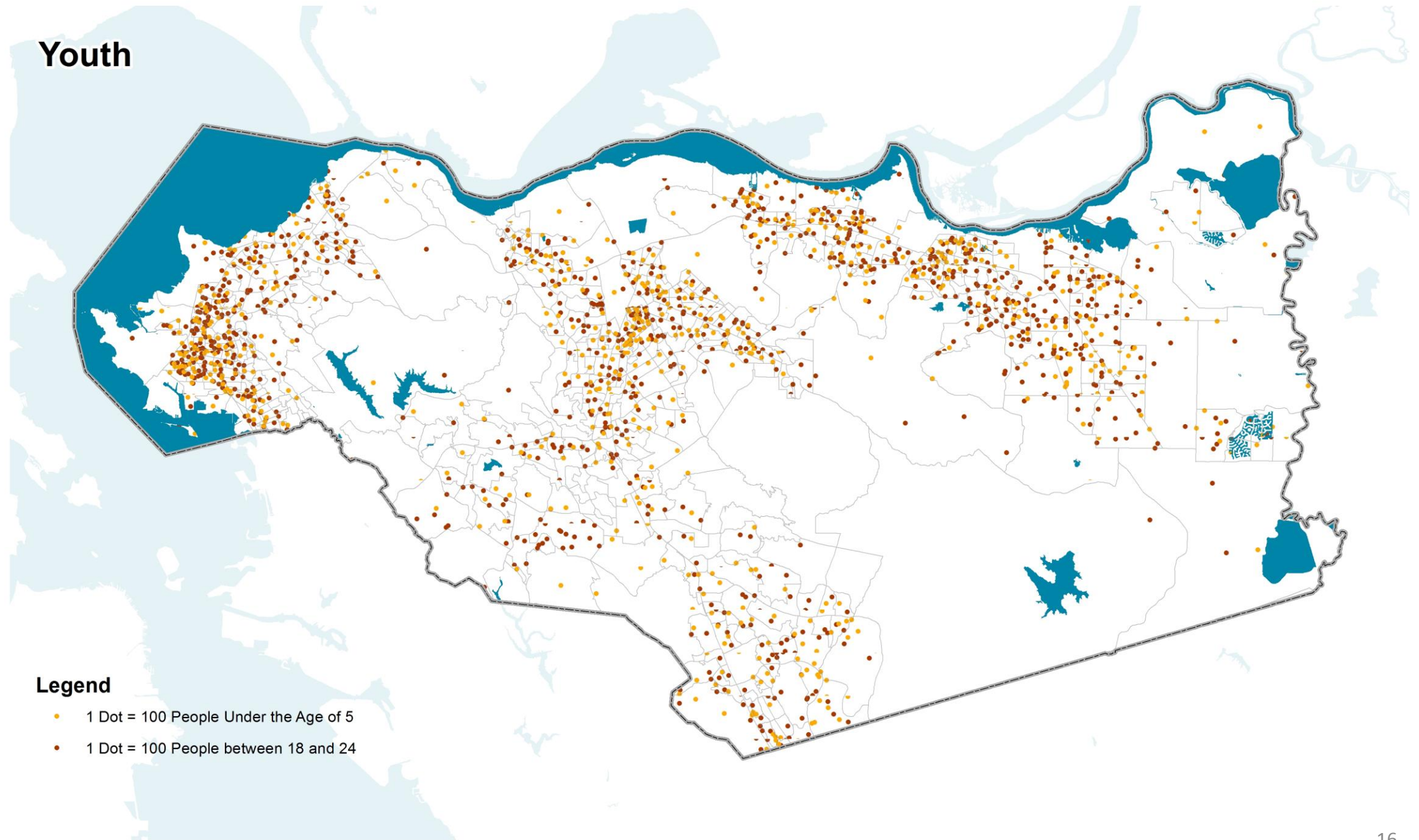
No High School Diploma



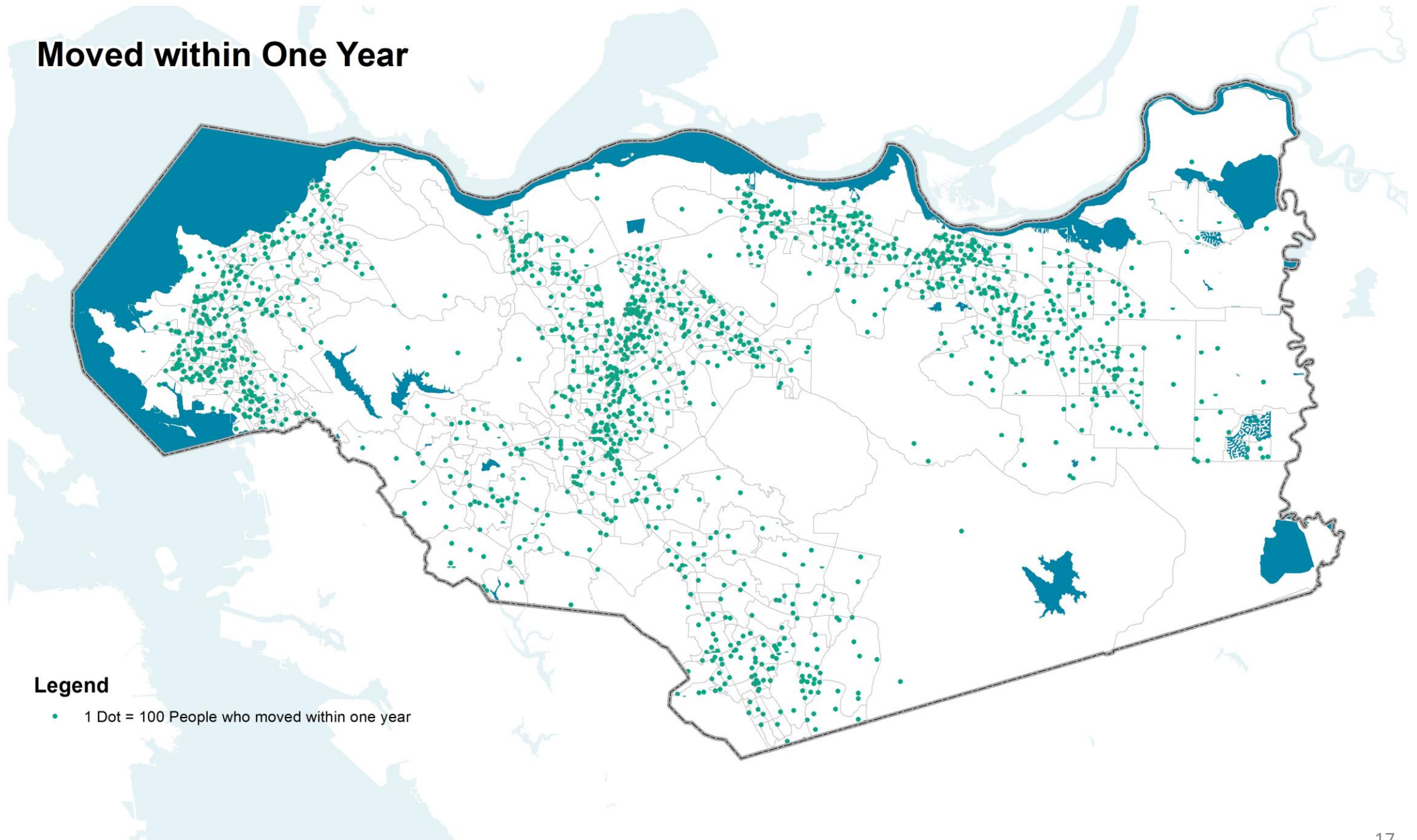
Non-English Speaking



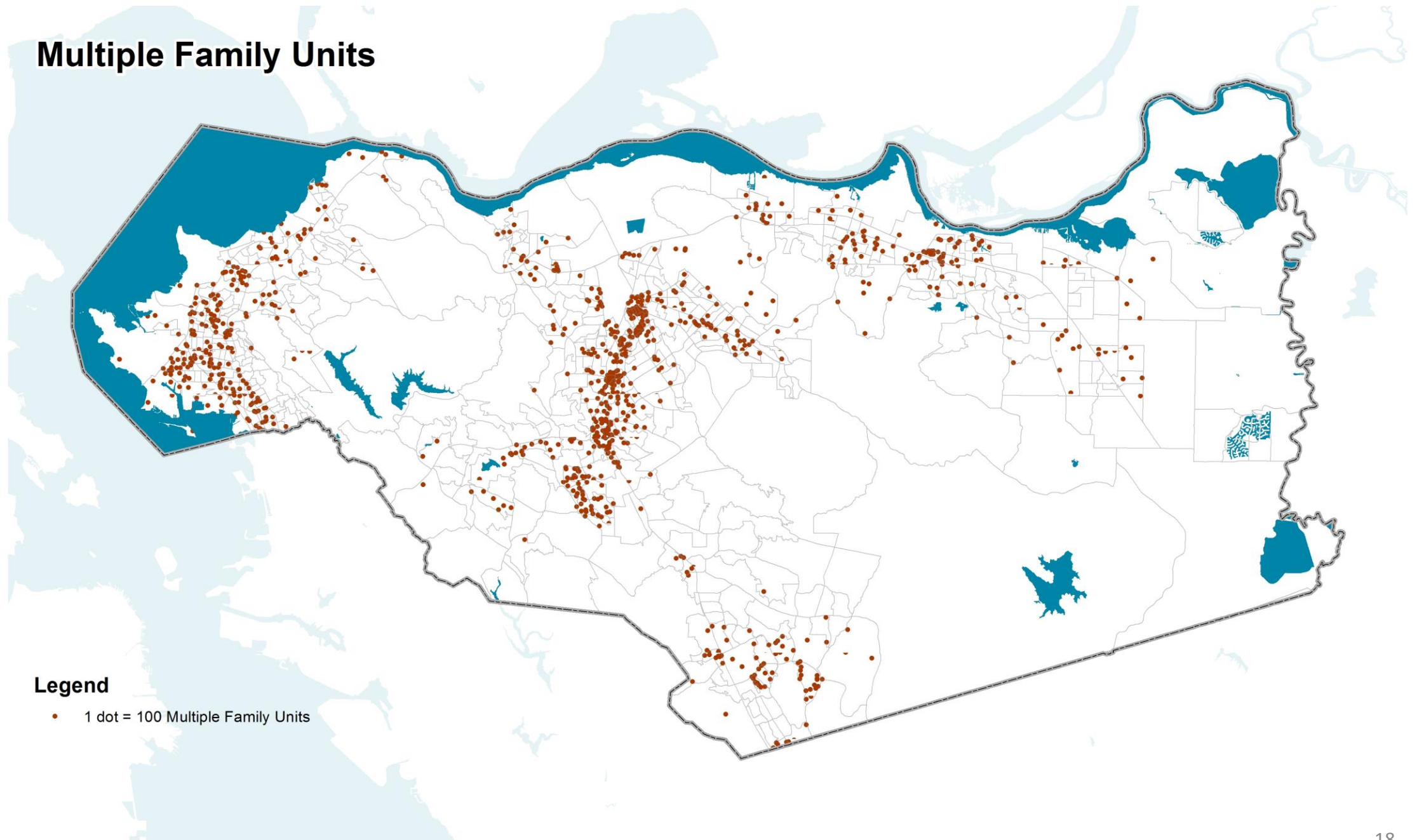
Youth



Moved within One Year



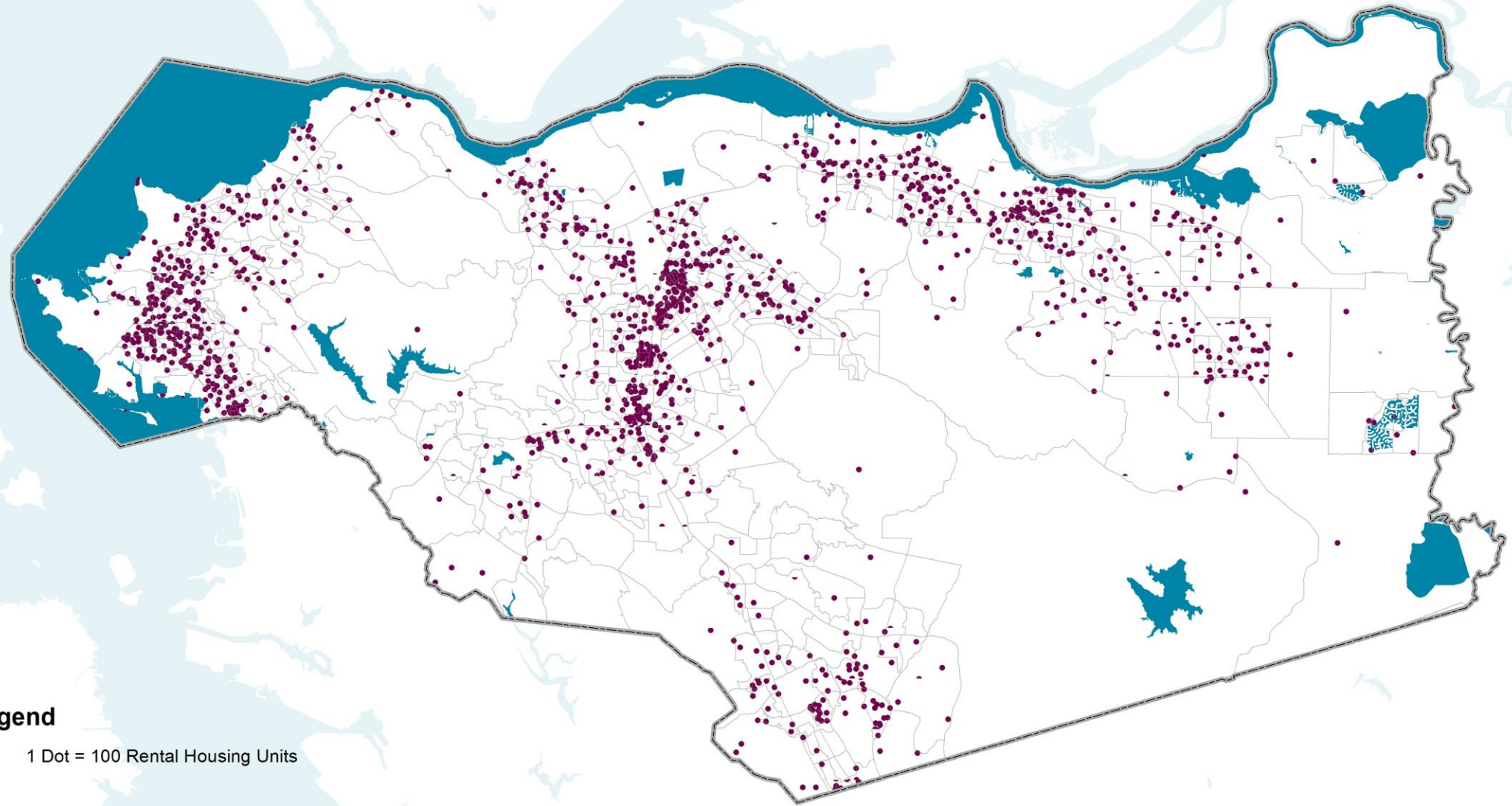
Multiple Family Units



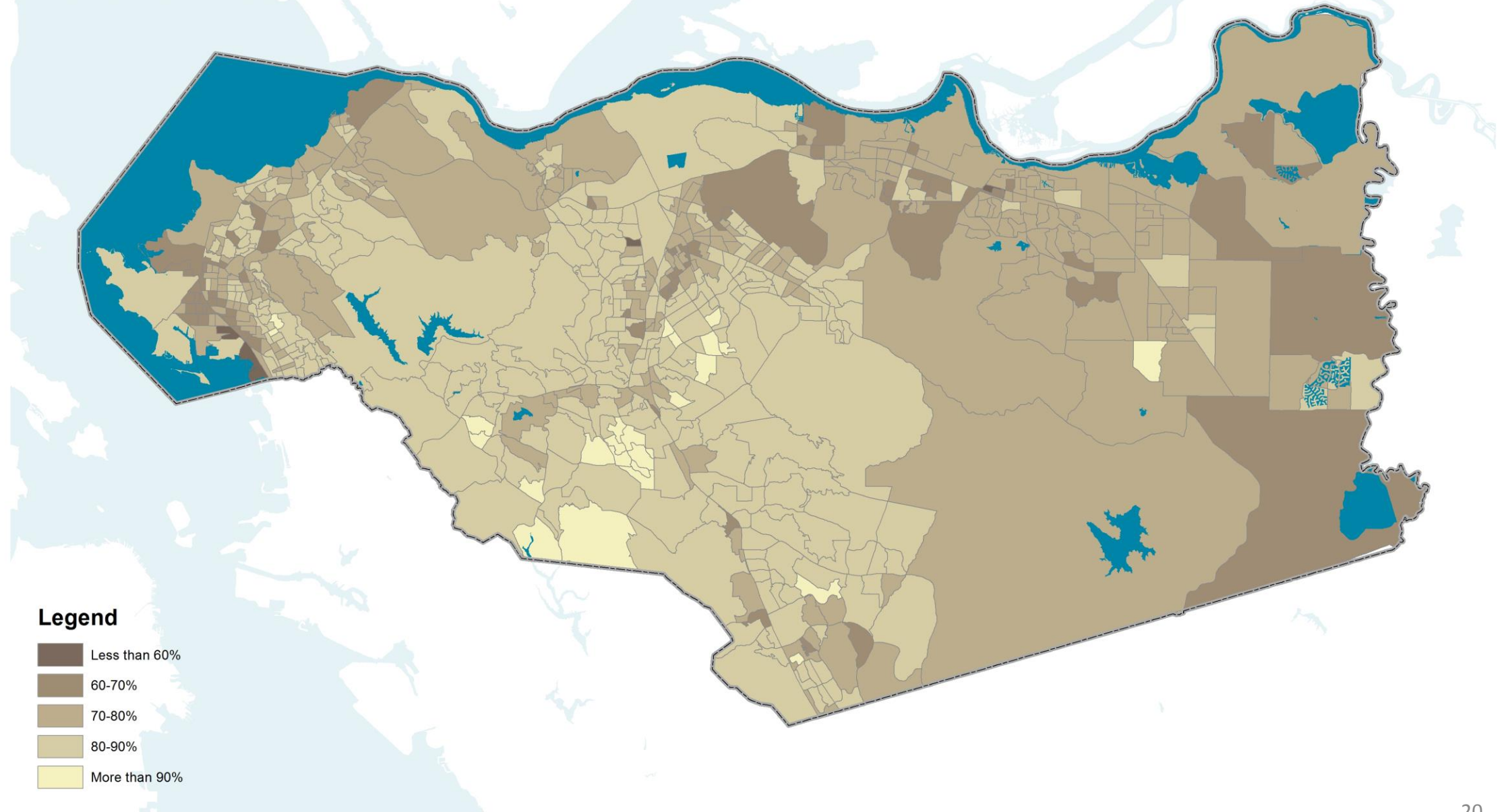
Renters

Legend

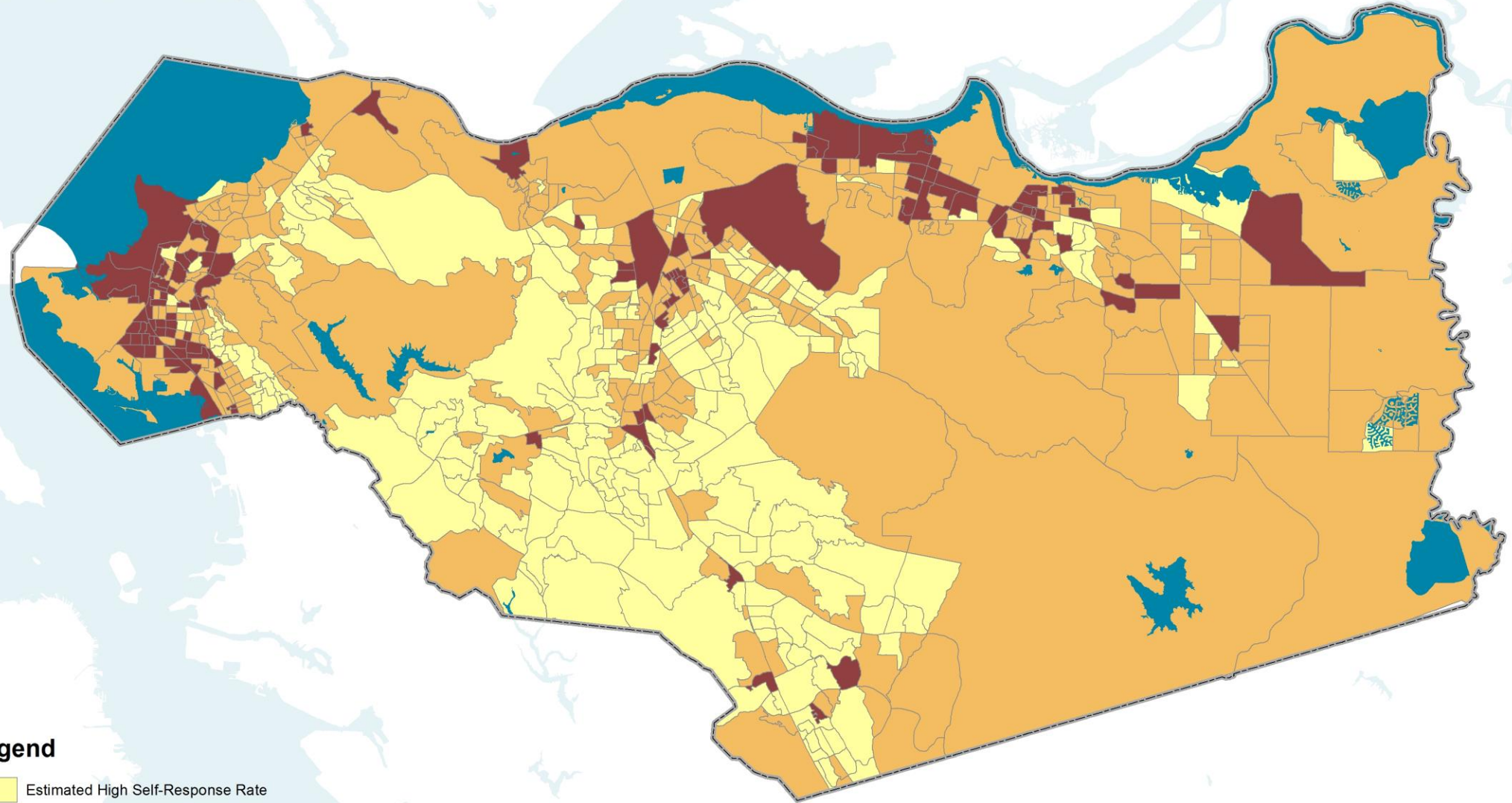
- 1 Dot = 100 Rental Housing Units



2010 Mail Response Rate



2020 Low Response Score



Legend

- Estimated High Self-Response Rate
- Estimated Medium Self-Response Rate
- Estimated Low Self-Response Rate

WHAT'S NEXT?

- **Ongoing Geographical Updates**
- **Launch Complete Count Committee**
 - **Develop a strategic outreach plan and budget**
 - **Identify and engage trusted community voices to carry the census message**
 - **Create opportunities to communicate the census message and facilitate response**

COMPLETE COUNT COMMITTEE RESPONSIBILITY

Identify

Identify where hard to count populations reside within Contra Costa County.

Encourage

Encourage and increase the self-response rate for households responding on the intranet, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.

Collaborate

Collaborate with existing organizations that work with hard to count populations in the county to create a countywide 2020 Census awareness campaign strategy.

Facilitate

Facilitate regional collaborations to expand county outreach efforts, especially hard to count populations

COMPLETE COUNT COMMITTEE

2010 Structure

Complete Count Steering Committee:

- **Who:** Chaired by a County Supervisor, included County Department staff and U.S Census Bureau Staff
- **Role:** Created outreach structure and managed resources to reach hardest to count population.

Regional Complete Count Subcommittees - (West, Central, and East)

- **Who:** Steering Committee members, local community leaders including non-profit organizations, faith-based organization, business and city leaders, school representatives, media specialists
- **Role:** Customized the outreach strategy to meet local needs and implemented the outreach strategy.

COMPLETE COUNT COMMITTEE 2020

Steering Committee Options

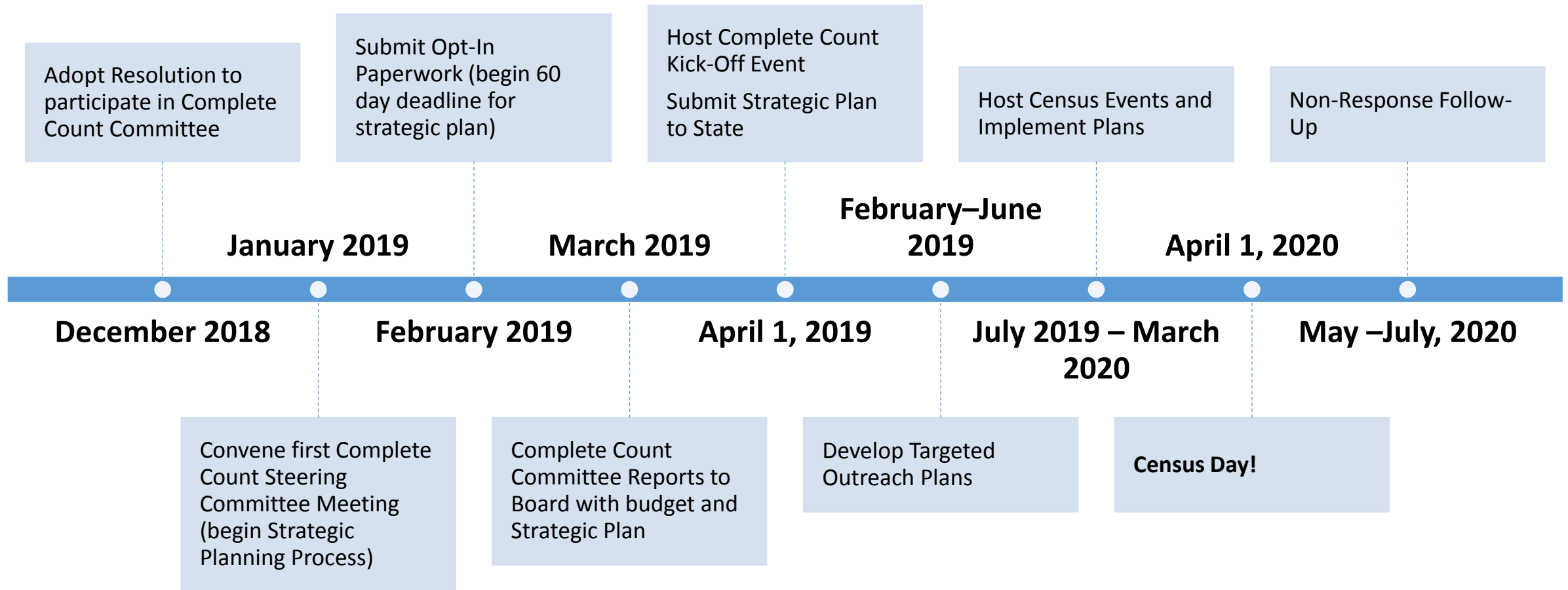
Option 1: Replicate 2010 Complete Count Committee Structure

- Steering Committee chaired by County Supervisor with key department staff (CAO, DCD, EHSD, HSD, OCM, and Library)
- Regional Subcommittees to address local issues

Option 2: More Robust Complete Count Steering Committee

- Steering Committee chaired by County Supervisors with key department staff plus city representatives, CBO/foundations, faith leaders, and other parties as determined by Chair. Members appointed by the Board of Supervisors.
- Regional Subcommittees to address local issues

Complete Count Committee Next Steps



Complete Count Committee Outreach Ideas

- Community Events
- Host Census Assistance Centers at various service locations
- Census Sundays / Saturdays
- Soccer Tournaments
- Adopt-a-Block Program
- Youth Film Festival
- Looking for many more ideas!

COMPLETE COUNT COMMITTEE FUNDING

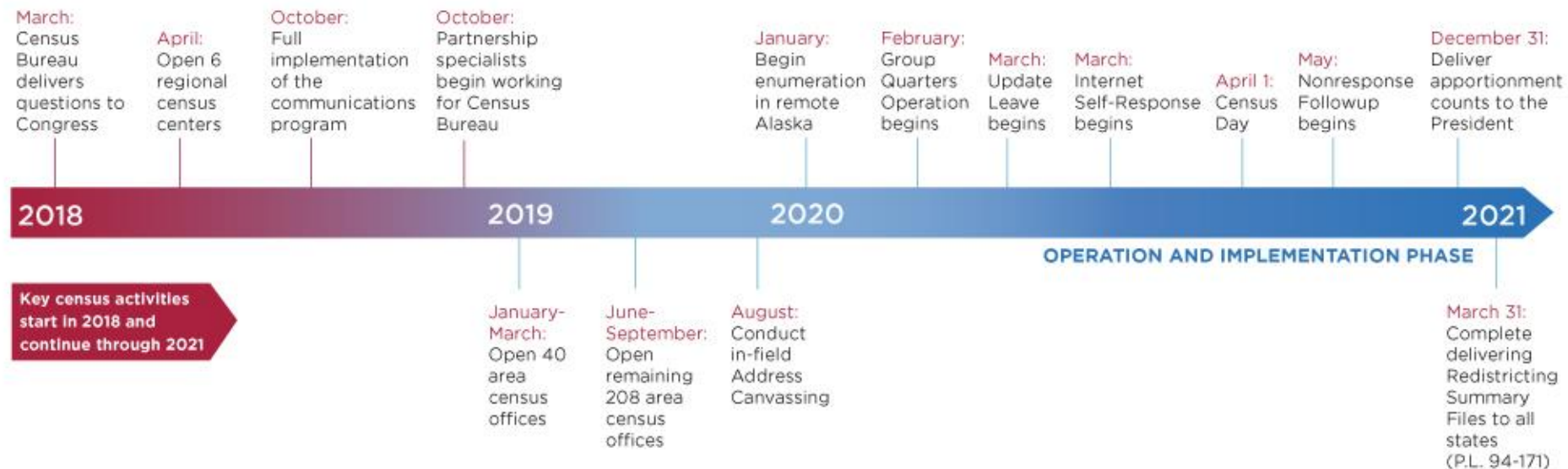
- In 2010, there was very limited funding due to the economic crisis. DCD and CAO provided staff time and the state provided \$2 million statewide (CCC received \$30,000).
- For 2020, California has allocated \$90 million to prepare for Census 2020.
- \$26.5 million has been allocated for Counties to support local Complete Count initiatives. Contra Costa County is apportioned \$362,605, provided the County agrees to opt-in and meet detailed requirements.
- There are a number of nonprofit foundations investing in Census 2020 outreach and coordinating with their efforts is key.
- Many local jurisdictions are allocating funds towards the Census. The Board may also wish to consider allocating additional funding to support the outreach effort.

KEY MESSAGES in 2020

- **Easy:** Short census questionnaire. 10 questions, takes about 10 minutes to complete
- **Safe:** By law, the Census Bureau cannot share respondents' answers with anyone, including other federal and law enforcement agencies. Census Bureau workers take an oath to protect the confidentiality of the data. The penalty for unlawful disclosure is a fine up to \$250,000 or imprisonment of up to 5 years, or both.
- **Important:** Census Data helps determine our political representation and funding for local roads, schools, and community improvement

Road to the 2020 Census

2020 Census Operational Timeline



FOR MORE INFORMATION

- A webpage with Census 2020 resources has been developed. The intended audience is County Department and Community Organizations interesting in assisting with Census 2020 outreach.
www.cccounty.us/census2020
- Staff Contacts:
Julie Enea (Julie.Enea@cao.cccounty.us)
Barbara Riveira (Barbara.Riveira@cao.cccounty.us)
Kristine Solseng (Kristine.Solseng@dcd.cccounty.us)

The Board of Supervisors

County Administration Building
651 Pine Street, Room 106
Martinez, California 94553-1293

John Gioia, 1st District
Candace Andersen, 2nd District
Diane Burgis, 3rd District
Karen Mitchoff, 4th District
Federal D. Glover, 5th District

Contra Costa County



David Twa
Clerk of the Board
and
County Administrator
(925) 335-1900

December 18, 2018

California Complete Count – Census 2020
Attention: Contracts Unit
400 “R” Street, Suite 359
Sacramento, CA 95811

Dear Director Katague,

The purpose of this letter is to inform the California Complete Count Census 2020 (CCC Office) that Contra Costa County elects to opt-in to the County-Optional Outreach Agreement (herein referred to as the Outreach Agreement) for fiscal year 2018-19 and 2019-20. By choosing to participate in the Outreach Agreement, Contra Costa County agrees to perform all of the following requirements, as defined in EXHIBIT A, Statement of Work:

- Prepare a board resolution, order, motion, ordinance or similar document authorizing the County to enter into this Agreement.
- Prepare a Strategic Plan.
- Participate in a monthly in-person meeting or call with the assigned State Regional Program Manager.
- Prepare quarterly written reports.
- Prepare an Implementation Plan.
- Prepare a Final Report.

Contra Costa County agrees that by choosing to opt-in and participate in the Outreach Agreement, the county will contract with the Census Office in good faith to use State funding to conduct outreach activities to promote the 2020 Census. In addition, Contra Costa County agrees to conduct post enumeration outreach activities after April 1, 2020, if the Census Office determines that post-enumeration outreach is needed.

Sincerely,

Karen Mitchoff
Chair, Board of Supervisors

Attachment:

Contra Costa County Board Order and Resolution, December 18, 2018

(on BOS letterhead)

Dear Mr./Mrs.

City Manager

On behalf of the Contra Costa County Board of Supervisors, I would like to invite your city to collaborate with the County in the upcoming 2020 Census.

The federally mandated census occurs every 10 years with the goal of counting every person living in the United States. Census data is used to distribute Congressional seats to states, apportion more than \$675 billion in federal funds to tribal, state and local governments, and help inform decisions as to what services to provide in the community (schools, health services, roads, etc.). In addition, local businesses rely on the demographic and economic census data to help with major business planning and expansion. Therefore, it is crucial to collect accurate census data, as it will directly affect the quality of life in our communities. A concerted outreach campaign is essential to get the message out to all of our county residents, especially the hard-to-reach populations. The County plans to launch an intensive outreach campaign leveraging the use of electronic billboards, and social media as well as conventional methods including local TV advertising, radio spots, and face to face canvassing.

As an influential City, we will be relying on your organization in helping us get a clear message to all residents within Contra Costa County, of the importance of participating in the 2020 Census. Please help us ensure that all individuals in the community you represent are fully counted. By becoming our partner in this important endeavor, you are sending a strong message to your community about the importance of the census and the benefits of being counted, as well as assure those individuals reluctant to come forward and hard to reach that it is safe to answer the census questionnaire.

We have a webpage at www.cccounty.us/census2020 for current information and resources regarding Census 2020. For additional information, please contact Barbara Riveira (Barbara.Riveira@cao.cccounty.us) and/or Kristine Solseng (Kristine.Solseng@dcd.cccounty.us). Our goal is to convene a regional sub-committee in each area of the County to assist in assembling a specific outreach plan for hard-to-reach individuals within the communities that you service. We encourage and welcome your participation in this critically important project. Please provide contact information of individuals from your staff that will be available to collaborate with the County for the preparation of Census 2020.

We look forward to partnering with you to address this extremely important 2020 Census project. We must make every effort to provide each one of our cities the benefits of counting all residents. Obtaining our fair share of federal funding can only be accomplished with a complete and accurate counting of all individuals living within our boundaries. On behalf of the county

and our residents, we hope you will join us in giving this project the priority it deserves. Thank you for your support.

Sincerely,

Karen Mitchoff

Chair, Board of Supervisors

(on BOS letterhead)

Dear Chair.....

Mr./Mrs.

XXX Municipal Advisory Council

On behalf of the Contra Costa County Board of Supervisors, I would like to invite your council to collaborate with the County in the upcoming 2020 Census.

The federally mandated census occurs every 10 years with the goal of counting every person living in the United States. Census data is used to distribute Congressional seats to states, apportion more than \$675 billion in federal funds to tribal, state and local governments, and help inform decisions as to what services to provide in the community (schools, health services, roads, etc.). In addition, local businesses rely on the demographic and economic census data to help with major business planning and expansion. Therefore, it is crucial to collect accurate census data, as it will directly affect the quality of life in our communities. A concerted outreach campaign is essential to get the message out to all of our county residents, especially the hard-to-reach populations. The County plans to launch an intensive outreach campaign leveraging the use of electronic billboards, and social media as well as conventional methods including local TV advertising, radio spots, and face to face canvassing.

As an influential Municipal Advisory Council, we will be relying on the council in helping us get a clear message to all residents within Contra Costa County, of the importance of participating in the 2020 Census. Please help us ensure that all individuals in the community you represent are fully counted. By becoming our partner in this important endeavor, you are sending a strong message to your community about the importance of the census and the benefits of being counted, as well as assure those individuals reluctant to come forward and hard to reach that it is safe to answer the census questionnaire.

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and accurate counting of all individuals living within our boundaries. On behalf of the county and our residents, we hope you will join us in giving this project the priority it deserves. Thank you for your support.

Sincerely,

Karen Mitchoff

Chair, Board of Supervisors



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Board Review of Request for Proposals for Selecting Certain Cannabis Land Use Permit Applicants

RECOMMENDATION(S):

REVIEW the Preliminary Draft Request for Proposals (RFP) describing the process to solicit and select respondents to invite to apply for a numerically-limited commercial cannabis activity Land Use Permit. PROVIDE direction to staff to revise the RFP and report back on January 22, 2019 for Board consideration of approving and releasing the final RFP.

FISCAL IMPACT:

A separate item to the Board on December 18, 2018 will establish fees relative to this RFP. Applicants for the RFP process will be required to pay separate filing fees for review of their Letters of Intent and Proposals. These fees cover anticipated Department of Conservation and Development costs of reviewing those submittals. For those ultimately invited to submit a Land Use Permit, the Land Use Permit application fees will cover staff costs for that portion of the review.

BACKGROUND:

The County's Cannabis Zoning Ordinance, (Chapters 88-28 and 84-86 of the County Code) (the "Zoning Ordinance") sets numeric limits on the number of land use permits that may be issued for three categories of commercial cannabis activities: storefront retailer (four), commercial cultivation (ten) and cannabis manufacturing in agricultural zoning districts (two). The Zoning Ordinance also provides for Board review

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Jami Napier, Deputy

Contact: Ruben Hernandez,
925-674-7785

cc:

BACKGROUND: (CONT'D)

and approval of the solicitation process to be used to request and evaluate proposals for these three permit categories and determine which proposals to invite to apply for a land use permit.

Staff has prepared a Preliminary Draft RFP (attached) and is seeking Board input and direction. Before the RFP is finalized and published, staff proposes to add more specificity in certain sections, in particular related to submission requirements and scoring criteria, but would welcome general direction from the Board on the preliminary draft document as it currently stands. Staff proposes to implement Board direction, refine the RFP and return to the Board on January 22, 2019 for Board approval.

In particular, Board input would be most appreciated on the general approach to scoring and ranking projects. Staff is proposing that a minimum score be set both for each scoring category and overall. Such an approach has been used for other jurisdictions and makes clear that projects deficient in one area will not be selected. This approach would be helpful, for instance, in the case of geographic equity, providing a basis to not select a proposal in the same area as a better proposal.

An issue raised by staff at the November 13, 2018 Board meeting was the potential for receiving fewer Letters of Intent than allowed under the permit cap. There was consideration for eliminating the requirement for submitting a full proposal if this were ever the case. However, following additional discussions with the interdepartmental staff team, staff is now not recommending that approach. Maintaining the requirement for submitting a proposal regardless of the number of proposals submitted will ensure that the quality of proposals is always evaluated. The Board may, in its discretion, determine on the basis of the proposals submitted not to invite any respondents to the RFP to apply for a land use permit, or to invite a number of land use permit applications that is less than the cap for the applicable category of commercial cannabis activity.

CLERK'S ADDENDUM

Speakers: Michaela Toscas, Higher Elevaiton and Alameda County stakeholders; Mark Unterbach, resident of Brentwood; Matt Light, resident of Walnut Creek; Jim Gonzalez, Unique Solutions, Martinez Family Farmers; Ashley Bargaquast, Tully & Weiss Attorneys at Law; Nate Landau, Showtill. Marcos Parra, Casa Rasta Farms, did not wish to speak, but left written commentary (attached).

AGENDA ATTACHMENTS

Cannabis RFP Draft

MINUTES ATTACHMENTS

Public Comment

**CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION
AND DEVELOPMENT**



January XX, 2019

PRELIMINARY DRAFT
REQUEST FOR PROPOSALS (RFP) FOR
OPPORTUNITY TO APPLY FOR A COMMERCIAL
CANNABIS ACTIVITY LAND USE PERMIT

Deadlines:

Letter of Intent (LOI)

Thursday, February 14, 2019 by 4:00 P.M.

Proposals (by invitation only)

Thursday, April 18, 2019 by 4:00 P.M.

**All submittals must be delivered in person to the following
location:**

Contra Costa County
Department of Conservation and Development
30 Muir Rd, Martinez, CA 94553
(925) 674-7205

TABLE OF CONTENTS

Section 1: Introduction

Section 2: Schedule

Section 3: RFP Instructions

Section 4: Scoring and Selection Process

Attachments:

- Attachment A: Letter of Intent Form

Section 1: Introduction

In accordance with the provisions of the Contra Costa County Cannabis Zoning Ordinance (Chapters [88-28](#) and [84-86](#) of the County Code) (the “Zoning Ordinance”) the County hereby invites interested parties to participate in the selection process for the opportunity to submit a land use permit (“LUP”) application for the establishment of one of three types of commercial cannabis activity permits with a limit (or “cap”) on the number of business that may be permitted by the County.

The following three types of commercial cannabis businesses have numeric limits and are the subject of this Request for Proposals (“RFP”):

- Storefront retailer (with or without delivery): **Cap = Four (4)**
- Commercial cultivation: **Cap = Ten (10)**
- Cannabis manufacturing in agricultural zoning districts: **Cap = Two (2)**

Proponents of these three types of businesses may only apply for a LUP upon receiving an invitation from the County following the completion of the selection process. Vertically-integrated businesses that include one or more of the three numerically-limited types must also respond to this RFP. Other types of commercial cannabis activities (e.g., delivery retailer (a retailer that conducts retail sales of cannabis or cannabis products exclusively through deliveries), cannabis manufacturing outside an agricultural zoning district and laboratory testing) do not have a cap and do not need to respond to this RFP. Such prospective businesses do require a LUP and other approvals, but do not require an invitation to apply for these approvals.

All commercial cannabis activities must be located within specifically designated zoning districts and outside of the required buffer zones from sensitive uses, all in accordance with the Zoning Ordinance.

As authorized by the Contra Costa County Board of Supervisors (“Board of Supervisors” or “Board”), the Department of Conservation and Development (“DCD”) will administer the RFP selection process described in this document. The RFP process described below will be utilized to evaluate, qualify and score prospective land use permit applicants for the numerically-limited commercial cannabis activities described above.

As further described below, all parties interested in submitting Proposals must first submit a Letter of Intent (LOI) that includes basic information on the proposal. LOIs will be utilized to identify persons who meet certain minimum requirements for obtaining a LUP under the Zoning Ordinance, and to disqualify persons who do not meet those minimum requirements. All persons who submit an LOI will receive a written response from DCD indicating whether or not they are invited to submit a Proposal.

Parties invited to submit a Proposal must do so by the deadline set forth below to be considered for an invitation to apply for a LUP. Submitted Proposals will be evaluated by County staff according to the Scoring Guidelines described in Section 4 below based on the written materials, an oral interview and a site visit. A ranked and scored list of prospective applicants will be provided to the Board of Supervisors along with a recommendation on which applicants to select to apply for a LUP. The Board of Supervisors will consider the staff recommendation and determine which respondents to invite to apply for an LUP.

Steps in the RFP Process

The County's RFP process to select persons to invite to apply for an LUP will occur as follows:

- i. County publishes RFP on its website and sends notice to those who have asked to be on the email notification list.
- ii. DCD conducts a question and answer meeting [insert time and place] for prospective applicants that wish to attend. DCD also collects written questions through its website [insert any other detail] and publishes on its website a collective response.
- iii. Submittal of a **Letter of Intent** (LOI) to DCD by prospective applicants by the deadline, including \$500 filing fee.
- iv. DCD informs persons who submit LOI whether or not they are invited to submit a Proposal.
- v. Prospective applicants invited to do so submit Proposals and required \$2,500 filing fee to DCD by the deadline.
- vi. Proposals are evaluated, scored and ranked by DCD with consultation with a larger County staff team. The evaluations will be supplemented with information from oral interviews and site visits for Proposals that achieve minimum scores based solely on written materials. The County staff team will include representatives from multiple County Departments and agencies, including DCD, Health Services, Agriculture Weights and Measures, County Administrator's Office and the Contra Costa County Fire Protection District.
- vii. DCD prepares a report to the Board of Supervisors evaluating, scoring and ranking proposals.
- viii. Board of Supervisors considers selection of proposals at a public meeting.
- ix. Letters sent to any prospective applicants selected by the Board ("Invitees") inviting them to apply for an LUP prior to a specified deadline.

Steps after the RFP Process

- LUP applications submitted by Invitees will be processed by DCD in accordance with County Code requirements and will include compliance the California Environmental Quality Act (CEQA). LUP applications require a deposit (currently \$2,700) and require the applicant to pay for the County's direct costs in reviewing the application on a time and materials basis. LUPs are discretionary permits and applications may be denied. One or more public hearings will be conducted to review the LUP. All LUPs for commercial cannabis activities will be heard initially by the County Zoning Administrator. Appeals of the Zoning Administrator's decision will be heard by the County Planning Commission and appeals of the Planning Commission will be heard by the County Board of Supervisors.
- Following approval by the appropriate hearing body, DCD will issue an LUP for a commercial cannabis activity. An approved LUP will establish required terms and conditions. The Zoning Ordinance describes the minimum mandatory terms and conditions that must be adhered to, but the LUP will include additional terms and conditions specific to the site. Prior to commencing operation of the activity, the applicant must document for DCD compliance with all LUP terms and conditions, including but not limited to securing all other necessary permits and approvals.
- Other required permits and approvals that must be secured before commencing operations include, but may not be limited to, the following:
 - Permit from the County Health Services Department issued pursuant to Commercial Cannabis Health Permit Code (Chapter 413-4 of the County Code)
 - Cannabis license(s) from the State of California
 - Business license from the County Treasurer, Tax Collector, and
 - Building permits from DCD for any and all construction activities.

Important Notices Regarding RFP Process

- In order to be eligible to apply for and receive an LUP for one of the limited commercial cannabis activities described above, the cannabis business operator must have control over a physical location located within a designated zoning district and outside of designated cannabis buffer zones for sensitive uses.
- An approved LUP will establish required terms and conditions. The Zoning Ordinance describes the minimum mandatory terms and conditions that must be adhered to, but the LUP will include additional terms and conditions specific to the site.
- Being selected through the RFP process to apply for an LUP does not entitle a person to receive an LUP or operate a commercial cannabis activity. Additional steps are

required, including application for and approval of an LUP and receipt of various other state and County permits, as described in more detail above.

- An LUP may be revoked or suspended for reasons specified in the Ordinance.
- Persons submitting an LOI or a Proposal must submit all materials in person by the specified deadlines. No additional or late materials will be accepted.

Section 2: Schedule

CANNABIS RFP SCHEDULE	
RFP Release Date	January 24, 2019 (estimated)
DCD Hosts Meeting to Answer Questions	Late Jan / Early Feb 2019
Letters of Intent Due	February 14, 2019 by 4 pm
DCD notifies submitters of LOI if they are invited to submit a Proposal by	March 14, 2019
Proposals due (by invitation only)	April 18, 2019 by 4 pm
Proposals evaluated, ranked and scored by County staff team. Oral interviews. Site visits.	April-June, 2019
Board considers staff recommendation and determines which respondents to invite to apply for an LUP	June/July, 2019 (estimated)

Section 3: RFP Instructions

Part 1: Submittal of Letter of Intent (LOI) to DCD

An LOI must be submitted in person to the Department of Conservation and Development by 4:00 P.M. February 14, 2019. Late LOIs will not be accepted and will be returned unopened to the submitter.

In order to be deemed acceptable, Letter of Intent submissions must include the following:

- ☐ A "Letter of Intent to Submit a Proposal to Apply for One of the Limited Commercial Cannabis Activity Permits" prepared as described in the attached Letter of Intent Form (Attachment A);
- ☐ Letter of Intent (LOI) processing fee of \$500.00;
- ☐ [Staff is also considering proposing the County require the letter identify all owners of the proposed business, include proper identification (CA Driver's License, Social Security Number, etc.) and a signed release for a LiveScan background investigation (with fees paid per person) to assure that the applicant is not disqualified under California law from owning or operating such a business. More research on this is needed.]
- ☐ Statement Confirming that proposed location is located in qualifying zoning district and outside of required cannabis business buffer zones;
- ☐ Evidence of a secured location for the proposed cannabis business such as [More research is needed to confirm these forms of evidence provide sufficient assurance of a secured location]:
 - **Real Estate Letter of Intent**: A signed written term sheet, letter of intent, or exclusive negotiating agreement between two or more parties to sell, lease, or sublease property for a cannabis use. This document will provide an outline of the terms of the proposed agreement and clearly indicate that the property will be used for a commercial cannabis use. These terms can be further negotiated but must provide the basis for the proposed written agreement.
 - **Real Estate Purchase or Lease Option**: This is a signed written agreement for the purchase or lease of a specific piece of real property. With this document, the proposed buyer or lessee gains the exclusive right to purchase or lease the property for a commercial cannabis use. Once a potential buyer or lessee has an option to buy or lease a property, the owner cannot sell or lease the property to anyone else during the term of the option. The potential buyer or lessee pays for this option for a specific time period.

- **Purchase Agreement**: This is a signed written agreement that a potential buyer will purchase a specific piece of property and the owner cannot sell to anyone else unless the terms of the agreement are not fulfilled.
- **Lease Agreement**: This is a signed written agreement that gives a lessee certain rights to use and occupy specific property for a specified period of time and for a commercial cannabis use.
- **Proof of Ownership**: This is a deed that shows that title to the real property belongs to the applicant/proposer.

DCD will review all LOIs received by the LOI submission deadline stated in this RFP. Within 30 days after the LOI submission deadline, DCD will provide a written notice to each person who submits an LOI stating whether that person is invited to submit a full proposal in response to this RFP. A party submitting an LOI will not be invited to submit a full proposal if DCD determines any of the following: (1) the LOI was not submitted by the LOI submission deadline; (2) the LOI is not accompanied by the LOI processing fee; (3) the LOI is incomplete or does not include sufficient information to support a determination that the proposed commercial cannabis activity will meet the requirements of the Ordinance; and/or (4) DCD determines that information included in the LOI establishes that the requirements of the Ordinance cannot be satisfied.

Part 2: Proposals

A party may submit a Proposal in response to the RFP if DCD notifies the party that its LOI has been accepted and the party is invited to submit a Proposal.

Submittal Requirements

To be considered, each LOI respondent invited to submit a Proposal must submit the \$2,500 filing fee and **two (2) hardcopies** of the Proposal in person to the Department of Conservation and Development prior to the deadline of 4 pm on Thursday, April 18, 2019. Late submittals will not be accepted.

Each person(s) submitting a proposal for a commercial cannabis activity shall include the following information in the proposal:

A. COVER LETTER

Each proposal shall include a signed cover letter providing the following information:

- i. **Information on owner of proposed business**: The cover letter shall include the name and address of each person or entity proposed to be responsible for the operation of the business. Such persons or entities include, but may not be limited to, each manager, each corporate officer, each individual

with an ownership interest, each member of a board of directors, each general or limited partner, and each member of a decision-making body for the commercial cannabis activity. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph]

- ii. **Statement of Understanding:** The cover letter shall also include a statement that owner/applicant/business operator has read and understood the rules and permitting requirements of the Zoning Ordinance (Chapters 88-28 and 84-86 of the County Code) and of the Commercial Cannabis Health Permit Code (Chapter 413-4 of the County Code) available at:
https://library.municode.com/ca/contra_costa_county/codes/ordinance_code

B. BODY OF PROPOSAL

- I. **General Project Description.** All Proposals must include all of the information below:
 - a) A comprehensive description of the proposed commercial cannabis activity, including site plans
 - b) The type of State license that the applicant will obtain.
 - c) The address and assessor's parcel number of the property or properties where the business will be located.
 - d) Site plans, floor plans, conceptual improvement plans, and a general description of the nature, size, and type of commercial cannabis activities being proposed. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph either here or in the selection criteria]
 - e) A preliminary operating plan that includes all of the following information:
 - i. A standard operating procedures manual detailing how operations will comply with State and local regulations; how safety and quality of products will be ensured; record keeping procedures for financing, testing, and other items records required to be kept by State law; and product recall procedures. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph either here or in the selection criteria]
 - ii. Proposed hours of operation.
 - iii. Waste disposal information.

- iv. Medical recommendation verification procedures, if applicable, and youth access restriction procedures.
- v. A record keeping policy that ensures records will be kept in accordance with State laws and regulations.
- vi. A description of track and trace measures that will be implemented.
- vii. Sustainability measures that will be utilized at the business, including water efficiency measures, energy generation and efficiency measures, high efficiency mechanical systems, and alternative fuel transportation methods.
- viii. An odor control plan that describes how the business will prevent odors from impacting neighboring parcels or creating a public nuisance.
- ix. Size, height, colors, design and location of any proposed signage at the business.
- x. A parking plan that establishes how all off-street parking requirements will be met.
- xi. A security plan that establishes how all security requirements in State laws and regulations will be satisfied. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph either here or in the selection criteria]
- xii. Details regarding how cannabis and cannabis products will be received, stored, handled, transported, and secured to prevent theft and trespass.

II. Statement of Qualifications. All Proposals must include a description of the owners qualifications, including the qualifications of individuals proposed to oversee key aspects of the activity. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph]

III. Discussion on How Project Compares to Evaluation Criteria. All Proposals must include a discussion on how the proposed project compares with or would address the detailed evaluation criteria set forth in Section 4. The discussion may refer to specific sections of the materials submitted in the General Project Description or Statement of Qualifications sections of the Proposal and/or it may contain supplemental information not presented elsewhere. [Staff anticipates proposing to add additional detail to the requirements outlined in this paragraph]

IV. Additional Information Required for Storefront Retail

In addition to the information required above, proposals for storefront retailers must provide information on how the following requirements will be satisfied:

- a) A retailer may be located only in the following zoning districts located outside of a cannabis exclusion (-CE) combining district: planned unit development (P-1) when retailers are permitted by the development plan; retail-business (R-B); general commercial (C); controlled manufacturing (C-M); light industrial (L-I); and heavy industrial (H-I). No retailer may be located outside of the urban limit line.
- b) A storefront retailer's hours of operation may not begin earlier than 8:00 a.m., and they may not end later than 9:00 p.m.
- c) A retailer shall implement and maintain the security measures required by Business and Professions Code section 26070(j). At the same time that a retailer provides notice to a licensing authority and law enforcement under Business and Professions Code section 26070(k), the retailer shall provide that same notice to the Department.
- d) A proposal for a storefront retailer must indicate whether the storefront retailer will provide deliveries.
- e) If delivery is proposed, the shall show describe how its employees who deliver cannabis or cannabis products will comply with Section 88-28.412(b)(Deliveries) of the County Cannabis Ordinance.
- f) **Products**: A retailer shall ensure that all cannabis and cannabis products at the premises of the retailer are cultivated, manufactured, transported, distributed, and tested by licensed and permitted facilities that maintain operations in full conformance with all applicable state and local laws, regulations, and ordinances, including this chapter.

V. Additional Information Required for Commercial Cultivation

In addition to the information required in Section I above, proposals for commercial cultivators must provide information describing how the following requirements will be satisfied.

- a) A floor plan or site plan identifying the location, dimensions, and boundaries of all proposed canopy areas, taking into account space needed for ongoing care of plants, and a description of the proposed method of physically delineating those boundaries at the site.
- b) Proof of water service availability from a retail water supplier.

- c) Commercial cultivation may be located only in the following zoning districts outside of a cannabis exclusion (-CE) combining district: general agricultural (A-2); heavy agricultural (A-3); A-20 exclusive agricultural; A-40 exclusive agricultural; A-80 exclusive agricultural; planned unit (P-1) when commercial cultivation is permitted by the development plan; controlled manufacturing (C-M); light industrial (L-I); and heavy industrial (H-I). A business engaged in commercial cultivation may cultivate cannabis outdoors only if the business is located in a general agricultural (A-2), heavy agricultural (A-3), A-20 exclusive agricultural, A-40 exclusive agricultural, or A-80 exclusive agricultural zoning district located outside of a cannabis exclusion (-CE) combining district.
- d) **Indoor Commercial Cultivation:** All indoor commercial cultivation must be conducted within a building, as defined in Section 82-4.210, or within a greenhouse. No indoor commercial cultivation may be conducted indoors within a residential building.
- e) **Security:** A commercial cultivation business must include security measures to both deter and prevent unauthorized entrance into areas of the business used for cultivation, including the following measures.
- i. Indoor commercial cultivation areas must be locked, and no cannabis plants may be visible from outside of the indoor commercial cultivation areas. Outdoor cultivation areas and greenhouses must be fenced and all gates must be locked. Fencing surrounding outdoor cultivation areas and greenhouses must be designed and maintained to ensure those areas and greenhouses are not visible from adjacent lots, private roads, and public rights of way.
 - ii. Access to the premises must be limited to authorized personnel.
 - iii. The premises must include an alarm system and security cameras to monitor all cultivation areas and all entryways. The alarm system and security cameras must be monitored twenty-four-hours per day by a licensed alarm company operator.
- f) **Water** To the maximum extent feasible, water conservation measures, water recapture systems, drip irrigation, raised beds, or grey water systems must be incorporated in cannabis cultivation operations in order to minimize use of water.
- g) Except as specified in section (h) below, water service for a commercial cultivation business must be provided by a retail water supplier.
- h) A commercial cultivation business may satisfy its water demand by pumping groundwater from a groundwater production well if all of the following criteria are met:

- i. The retail water supplier does not provide retail water service at all times during the year.
 - ii. Groundwater is used to satisfy water demand of the business only during those periods when the retail water supplier does not provide retail water service to the business.
 - iii. The use of groundwater by the business will not substantially deplete groundwater supplies, and will not substantially interfere with groundwater recharge, such that there would be a net deficit in aquifer volume or a lowering of the groundwater table level.
 - iv. The business uses groundwater in accordance with any applicable groundwater sustainability plan adopted by a groundwater sustainability agency within which the business is located.
- i) **Energy Systems:** An indoor commercial cultivation business shall satisfy its electricity demands by (1) providing onsite renewable energy generation, or (2) purchasing electricity that is generated entirely from renewable sources, or a combination of (1) and (2).

Cultivation Area Size Information

- j) **Indoor Commercial Cultivation:** The proposal shall describe the total maximum proposed canopy size. Per the County Cannabis Ordinance, the total canopy size for indoor commercial cultivation in other than agricultural zoning districts may not exceed the lesser of:
- i. Twenty-two thousand square feet, or
 - ii. The maximum size authorized by the State license for the business
 - iii. Indoor commercial cultivation in an agricultural zoning district may not be located in any building that is larger than ten thousand square feet of floor area.
- k) **Outdoor Commercial Cultivation:** The proposal shall describe the total maximum proposed canopy size. Per the County Cannabis Ordinance, the total canopy size for outdoor commercial cultivation may not exceed the lesser of:
- i. Two acres
 - ii. The maximum size authorized by the State license for the business.
- l) **Rural Infrastructure:** A commercial cultivation business located outside the urban limit line shall include measures to avoid and minimize impacts

on rural infrastructure, including but not limited to water, sewer, and transportation infrastructure.

- m) **Distribution**: A vertically-integrated business that includes both cultivation and distribution may transport its cultivated cannabis from its cultivation site to another permitted and licensed business, unless a permit under the County Code requires the permittee to use a licensed and permitted commercial cannabis distributor to transport its cultivated cannabis from its cultivation site to another business.

VI. **Additional Information Required for Cannabis Manufacturing in Agricultural Zones**

In addition to the information required in Section I above, proposals for commercial manufacturing activities within agricultural zoning districts must provide information describing how the following requirements will be satisfied.

- a) A limited cannabis manufacturing business may be located only within the following zoning districts located outside of a cannabis exclusion (-CE) combining district: general agricultural (A-2); heavy agricultural (A-3); A-20 exclusive agricultural; A-40 exclusive agricultural; and A-80 exclusive agricultural.
- b) No Volatile Solvents. Cannabis manufacturing that will require a State "Type 7" license, or will use volatile solvents, is prohibited.
- c) Security. A cannabis manufacturing business in agricultural zoning shall implement and maintain sufficient security measures to both deter and prevent unauthorized entrance into areas containing cannabis or cannabis products, including an alarm system and security cameras that monitor all manufacturing areas and entryways and that are monitored twenty-four-hours per day by a licensed alarm company operator.
- d) Products. A cannabis manufacturing business in agricultural zoning shall ensure that all manufactured cannabis products are cultivated, transported, distributed, and tested by licensed and permitted facilities that maintain operations in full conformance with State laws and regulations and the applicable requirements of this chapter. A cannabis manufacturing business shall maintain adequate quality control measures to ensure cannabis and cannabis products manufactured at the site meet applicable requirements of State laws and regulations.
- e) Employee Training. A cannabis manufacturing business shall ensure that all employees of the business operating potentially hazardous equipment are trained on the proper use of equipment and on the proper hazard response protocols in the event of equipment failure.

- f) Rural Infrastructure. A cannabis manufacturing business located outside the urban limit line shall include measures to avoid and minimize impacts on rural infrastructure, including but not limited to water, sewer, and transportation infrastructure.
- g) Distribution. A vertically-integrated business that includes both manufacturing and distribution may transport its manufactured cannabis products from its manufacturing business to another permitted and licensed business, unless a permit issued under the County code requires the permittee to use another licensed and permitted commercial cannabis distributor to transport its manufactured cannabis products from its manufacturing business to another permitted and licensed business.

Section 4: Scoring and Selection Process

The County staff team will use the criteria detailed in the table below to evaluate, score and rank Proposals and will prepare a report to the Board on the evaluations. To be considered eligible to be invited to apply for an LUP, a Proposal must receive a minimum score of 70% of the available points in each category and at least 80% of the available points overall. The Board will make the final determination on which if any Proposals will receive an invitation to apply for an LUP. The Board may, in its discretion, determine on the basis of the Proposals submitted not to invite any Proposals to apply for an LUP, or to invite a number of LUP applications that is less than the cap for the applicable category of commercial cannabis activity.

Subject	Key Metrics	Point Value
Location	<ul style="list-style-type: none">Location clearly identified with address and detailed description, in appropriate zoning and meets all the locational requirements as described in Section 88-28.410(b) of the County Code.Compliance with buffer/setback/sensitive use requirements of the Zoning Ordinance.	200 pts.

Subject	Key Metrics	Point Value
Location (continued)	<ul style="list-style-type: none"> • The business is located in an area that would not result in the undue influence of cannabis use upon sensitive populations such as children and those recovering from substance abuse. Distances from residential and other sensitive uses, such as schools, daycare centers, youth centers and drug/alcohol recovery facilities are maximized / exceed minimum requirements. • Proposed storefront retailer has a location that has public visibility to enable easy reporting of violations and nuisances, but is not highly visible to youth. • Proposed storefront retailer is readily accessible from public transit? (a benefit) • Proposed storefront retailer is readily accessible from major thoroughfares? (a benefit) • Compatibility with surrounding community and nearby land uses. • Provision of parking will meet or exceed required minimums. • Crime levels and trends in neighborhood of proposed location are suitable for a business of the type proposed and will not be exacerbated. [applicant may not be able to provide this evidence] • The business is proposed to be located in an area that is safe and accessible by law enforcement and fire fighters. • The business is located in a building that is properly maintained and legal. • Observed features of the property (lighting, parking, landscaping, access, etc.) is consistent with the proposed site plan. 	
Operating Plan	<ul style="list-style-type: none"> • Completeness of operating plan and documented ability to comply with County Code requirements. • Business name • Type of products to be sold (storefront retailers) 	200 pts.

Subject	Key Metrics	Point Value
	<ul style="list-style-type: none"> • Interior layout conducive to security • Employee background check measures • Product security measures • Document and cash storage security measures • Security measures beyond minimum standards 	
Ownership Qualifications	<ul style="list-style-type: none"> • Business owner experience operating a licensed cannabis business in another jurisdiction and/or experience operating a business similar to what is proposed • Information re: any special business or professional qualifications or licenses of Owners adding to number or quality of services that the proposed use would provide, especially in areas related to medical cannabis, such as scientific or health care fields • Performance during oral interview, including knowledge of state and local regulations, knowledge of the details of the proposals, ability to answer questions accurately and consistently, demonstrated ability to exercise good judgement and demonstrated ability and commitment to comply with the terms and conditions of any permit that is ultimately secured. 	200 pts.

Subject	Key Metrics	Point Value
Air Quality/ Sustainability /Odor Control	<ul style="list-style-type: none"> • Would the proposed business meet the requirements of the Zoning Ordinance related to electricity generation, water use and control of any wastewater or runoff? • Would the business include any innovative sustainability measures in excess of minimum requirements? • Would the proposal aggressively avoid and minimize emissions, including vehicle emissions (especially diesel emissions) related to operation of the business? • Are the proposed odor control measures likely to be effective in preventing odors that will disturb neighboring properties or create a nuisance and in protecting the quality of the indoor air for the health of employees and customers? [more detail needed] 	100 pts.
Equitable Geographic Distribution	<ul style="list-style-type: none"> • Would the proposal result in an undesirable concentration of a specific type of cannabis activity in an area of the County? (a significant detriment, particularly for storefront retailers near an existing retailer or a more highly ranked proposed retailer) • Would the proposal serve an area of the County that would not otherwise be served? 	100 pts.
Community /Economic Benefits	<ul style="list-style-type: none"> • What benefits would the proposal offer to the community? • Would the anticipated tax revenue be substantial? 	200 pts.

Subject	Key Metrics	Point Value
Community /Economic Benefits (continued)	<ul style="list-style-type: none"> • Would the business serve a critical need in the community? • Would the business stimulate broader economic development and contribute substantial new jobs? • Would the business avoid negative impacts to the community and generally serve as a net community asset? • Would the business protect overall public health? • What other benefits would the business have for the broader community? 	

DRAFT

ATTACHMENT A

LETTER OF INTENT TEMPLATE

Date

Contra Costa County
Department of Conservation and Development
30 Muir Rd.
Martinez, CA 94553
Attn: Ruben Hernandez

RE: Letter of Intent to Submit Cannabis Business Proposal

Dear Mr. Hernandez;

I, the undersigned, attest that I am a duly authorized representative of the proposed cannabis business identified below:

Name of Business: _____

**Address of Proposed
Business Location:** _____

**Assessor's Parcel
Number:** _____

Applicant: _____

**Applicant Notification
address:** _____

**Applicant Phone
Number:** _____

**Applicant Email
Address:** _____

I understand that I will be expected to receive all notices at the Business Address of the Applicant. I further consent to receiving notice by email at (provide email address).

I am interested in applying for a (select one: commercial cultivation/storefront retail/manufacturing in agricultural zone) cannabis permit.

Further, I have secured a property located at (business address) which is located in the unincorporated area of Contra Costa County and located within the (Zoning) Zoning District, and located outside of the cannabis sensitive uses buffer zones identified in Section 88-28.410(b)(3) of the County Cannabis Ordinance.

ATTACHMENT A

Preliminary Draft LETTER OF INTENT TEMPLATE

Please find enclosed (e.g., a letter of intent to sign a lease, a lease, a purchase option, a purchase agreement, or evidence of ownership of the place where business will be located; a letter of interest is not acceptable) evidencing that I have secured a proposed site for the minimum requirement of two years.

I have also included \$500.00 for payment of the required Letter of Intent filing fee.

I understand that if I am selected to participate in the limited commercial cannabis activity RFP process I will be prepared to submit my proposal within 60 days of being noticed. I also understand that if County finds the RFP process unnecessary based on the number of LOIs submitted and the number of permits available, I am prepared to submit a land use permit application for the stated commercial cannabis use within 90 days of receiving notification. Furthermore, I understand that failure to submit a proposal or apply for a land use permit within that time periods described above automatically forfeits my opportunity to submit my proposal or land use permit.

Name

Title

Enclosures:

1. (e.g., a letter of intent to sign a lease, a lease, a purchase option, a purchase agreement, or evidence of ownership of the place where business will be located)
2. \$500.00 Letter of intent filing fee

REQUEST TO SPEAK FORM (2 minute limit)

Complete this form and place it in the upright box near the speaker's podium, and wait to be called by the Chair.

Personal information is optional. This speaker's card will be incorporated into the public record of this meeting.

NAME (Print) Marcos Parra
To ensure your name is announced correctly, you may include phonetic spelling.

Address: 505 Brookside

City: Richmond

Phone: 707 295 1041

I am speaking for: ☐ Myself
☒ Organization: CASA
RASTA FARMS

I wish to speak on Agenda Item # D-5

Date: 12/18/18

My comments will be: ☒ General
☐ For
☐ Against

☐ I wish to speak on the subject of:

Cannabis

☒ I do not want to speak but would like to leave comments for the Board to consider.
(Use the back of this form.)

Information for Speakers:

Deposit this form in the upright box next to the speaker's podium before the Board's consideration of your item.

Wait to be called by the Chair. Please speak into the microphone at the podium.

Begin by stating your name and your city or area of residence, and whether you are speaking for yourself or on behalf of an organization.

If you have handout materials, please give them to the Clerk.

Avoid repeating comments made by previous speakers.

In lieu of speaking, I wish to submit these comments:

• Grand Father Inn

Local Farmers with

existent operations

• No cap on amount of

Licenses per Business

type

• Embrace state standards

to save time in the local
application process.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Amendments to Land Development Fee Schedule

RECOMMENDATION(S):

1. OPEN the public hearing, ACCEPT any written or oral public testimony, and CLOSE the public hearing;
2. DETERMINE for purposes of compliance with the California Environmental Quality Act (CEQA), that the adoption of Resolution No. 2018/615 is (1) not a project under CEQA pursuant to CEQA Guidelines Section 15378(b)(4) because it constitutes a governmental fiscal activity that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment; (2) statutorily exempt pursuant to CEQA Guidelines Section 15273(a)(1) (fees established by public agencies to meet operating expenses) and Section 15267 (financial assistance to low or moderate income housing); (3) not intended to apply to specifically identified affordable housing projects and as such it is speculative to evaluate any such future project now and any such future project will be subject to appropriate environmental review at such time as approvals for those affordable housing projects are considered; and/or (4) not intended to, nor does it provide, a determination under CEQA for future development-related projects by mere establishment of fees;
3. ADOPT Resolution No. 2018/615, which amends the Land Development Fee Schedule to adopt inclusionary housing in-lieu fees and adopt fees for the review processing of commercial cannabis permit proposals; and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Jami Napier, Deputy

Contact: Kristen Lackey (925)
674-7888

cc: IOC Staff

RECOMMENDATION(S): (CONT'D)

4. DIRECT staff to file a CEQA Notice of Exemption with the County Clerk.

FISCAL IMPACT:

There is no impact to the General Fund. The revenue derived from the Inclusionary Housing Ordinance in-lieu fees are restricted to supporting the development of affordable housing in the unincorporated area. Revenue derived from the Cannabis Ordinance Processing Fee will cover staff costs for reviewing proposals for commercial cannabis permits.

BACKGROUND:

Inclusionary Housing Ordinance In-Lieu Fee

On October 8, 2018, the Board of Supervisors Internal Operations Committee discussed inclusionary housing in-lieu fees. These fees are authorized by the County's Inclusionary Housing Ordinance. A developer may pay these fees in lieu of providing affordable units in a new residential development. The Committee supported the reinstatement of the in-lieu fee for rental housing and directed staff to bring the item to the Board of Supervisors for further discussion.

On October 23, 2018, the Department of Conservation and Development staff presented a report to the Board of Supervisors regarding the reinstatement of the Ordinance's in-lieu fees as an amendment to the Land Development Fee Schedule. The Board directed staff to prepare for the Board's consideration a fee schedule amendment to reinstate the fees consistent with the formulas in Section 822.4404(b) of the Ordinance. Staff proposes that the revised inclusionary housing fees be made effective February 1, 2019, to provide current applicants notice of the changed fees. Below are the fee calculations:

S-IH1 FOR SALE HOUSING IN-LIEU FEE - \$6,600.06 per market rate unit. Fee equals 12% of total number of units in the development times \$0 plus 3% of total number of units in the development times \$220,002; i.e. $((0.12 \times \text{total units}) \times 0) + ((0.03 \times \text{total units}) \times 220,002)$.

S-IH2 RENTAL HOUSING IN-LIEU FEE - \$24,200.55 per market rate unit. Fee equals 12% of total number of units in the development times \$130,350 plus 3% of total number of units in the development times \$285,285; i.e., $[((0.12 \times \text{total units}) \times (\$2,376)) + ((0.03 \times \text{total units}) \times \$5,184)] \times (55 \text{ years})$.

The County's Inclusionary Housing Ordinance requires new residential developments to include a minimum number of dwelling units that are affordable to very low, lower, and moderate income households. For residential developments of five or more dwelling units, 15 percent of the dwelling units must be made affordable to households of certain levels of income: for rental residential developments, 12 percent of the units must be affordable to lower income households and 3 percent to very-low income households; for for-sale residential developments, 12 percent of the units must be affordable to moderate income households and 3 percent to lower income households).

The Ordinance includes five alternatives for compliance with this requirement:

1. Provide the units on-site within the development (required if the development includes more than 125 dwelling units);
2. Provide the affordable units off-site;
3. Convey land to another developer for the construction of affordable housing;
4. Pay an in-lieu fee; or

5. Implement another alternative that is mutually agreed on by the County and developer.

In 2009, the California Supreme Court in *Palmer/Sixth Street Properties, L.P. v City of Los Angeles* invalidated the in-lieu fee for rental developments imposed by the City of Los Angeles through its inclusionary housing ordinance. In response to the *Palmer* decision, Contra Costa County (and numerous other jurisdictions) changed its inclusionary housing in-lieu fee for new rental developments to \$0.

In 2017, the legislature responded to the *Palmer* decision by enacting AB 1505, which authorizes cities and counties to impose an in-lieu fee as an alternative to compliance with on-site affordable housing requirements for rental developments. AB1505 went into effect January 1, 2018.

The in-lieu fees for Contra Costa County are calculated using the formulas in the Ordinance (shown above), and are based on the difference between the average rent price, or sales price, and what households in the target income group can afford to pay for housing. (See Attachments A for Cost Analysis).

The in-lieu fee for rental units is significantly higher than the fee for for-sale units primarily because the affordability targets for rental developments (12% lower income, 3% very low income) are much lower than those for for-sale units (12% moderate income, 3% lower income).

A brief survey of other local jurisdictions revealed a wide range of approaches and amounts of in-lieu fees. Most jurisdictions set a flat amount per unit though some calculate in-lieu fees based on square footage of development. Some jurisdictions have tiered in-lieu fees based on unit size or location within the jurisdiction. For example, Walnut Creek has established in-lieu fees for both rental and for-sale developments at \$18 per square foot of development. Oakland has established three different zones and in-lieu fees range from \$1,000 per unit to \$22,000 per rental unit and \$23,000 per for-sale unit depending on the zone in which the development is located. Berkeley and Emeryville established in-lieu fees of \$34,000 or \$37,962 per unit depending on whether the in-lieu fee is paid when the final map is filed or when the certificate of occupancy is issued. Pleasanton recently raised its in-lieu fees to over \$43,000 per unit for rental and ownership developments. Concord's current in-lieu fees are \$0 for rental developments and \$5,053 per unit for for-sale development.

DCD's planning division currently has eleven applications for for-sale developments: six have not submitted a compliance plan, two are including the units on-site, and three are paying the in-lieu fee. There are six applications for rental developments: four have more than 125 units, and all required affordable units are included within the developments. The other developments are for 13 and 16 units and have not submitted compliance plans yet. DCD staff notified all developers who have submitted applications that are subject to the Ordinance that the in-lieu fees will increase in February 2019 so that they have ample notice to secure current fees prior to the fee increase.

Cannabis Ordinance Request for Proposals Processing Fees

In accordance with the County Cannabis Ordinance (Chapter 88-28 of the County Ordinance Code), the Board has approved a preliminary selection process for specific commercial cannabis land use permit applications. The process includes prospective applicants responding to a Request for Proposal by submitting a Letter of Intent followed by a Proposal. Both the Letter of Intent and the Proposal will be reviewed by the Department of Conservation and Development, and the Proposal will be evaluated and scored. The Department will then provide the scoring results to the Board for final selection of potential

applications.

The proposed new fees are necessary to cover the staff cost for review of the Letters of Intent and for review and scoring of the Proposals. The Department proposes to add the following fees to the Land Development Fee Schedule:

S-060N Cannabis Letter of Intent Review \$500 Fee

S-060P Cannabis Proposal Review \$2,500 Fee

The proposed fees are calculated based on estimated staff review time of 3 hours for the Letters of Intent and 13 hours for review and scoring of the Proposals and the fully-burdened hourly rate of Department staff that will process the Letters of Intent and Proposals. (See Attachments A for Cost Analysis). The proposed fees will be effective immediately upon the Board's adoption of Resolution No. 2018/615.

CONSEQUENCE OF NEGATIVE ACTION:

The Land Development Fee Schedule would not include fees applicable to certain residential developments in order to meet their obligation under the Inclusionary Housing Ordinance, or fees to recover staff costs associated with review of commercial cannabis permit proposals.

CLERK'S ADDENDUM

Speaker: Ashley Bargaquast Closed the public hearing, adopted Resolution No. 2018/615 which amends the Land Development Fee Schedule to adopt inclusionary housing in-lieu fees and adopt fees for the review processing of commercial cannabis permit proposals.

AGENDA ATTACHMENTS

Resolution No. 2018/615

Exhibit A to Resolution No. 2018/615: Land Development Fee Schedule Final 12.18.18

Attachment A to the Board Order: Cost Analysis Plan

MINUTES ATTACHMENTS

Signed Resolution No. 2018/615

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

Adopted this Resolution on 12/18/2018 by the following vote:

	John Gioia
	Candace Andersen
AYE:	<input checked="checked" type="checkbox"/> 5 Diane Burgis
	Karen Mitchoff
	Federal D. Glover
NO:	<input type="checkbox"/>
ABSENT:	<input type="checkbox"/>
ABSTAIN:	<input type="checkbox"/>
RECUSE:	<input type="checkbox"/>



Resolution No. 2018/615

AMENDMENTS TO LAND DEVELOPMENT FEE SCHEDULE

A. BACKGROUND FINDINGS

1. The County of Contra Costa has conducted a review of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services.
2. The County wishes to comply with both the letter and spirit of Article XIII B of the California Constitution and limit the growth of taxes.
3. The County's policy is to recover the full costs reasonably borne of providing special services of a voluntary and limited nature, so that general taxes are not diverted from general services of a broad nature and used to unfairly and inequitably subsidize special services.
4. Heretofore, the Board of Supervisors has, by ordinance, established its policy on the recovery of costs, particularly, the percentage of costs reasonably borne from users of County services and directed staff as to the methodology for implementing said ordinance.
5. It is the intention of the Board of Supervisors to develop, as necessary, a revised schedule of fees and charges based on the County's budgeted and projected costs reasonably borne, for each fiscal year.
6. Pursuant to Government Code Section 66016, the specific fees to be charged for services may be adopted by the Board of Supervisors by Resolution, after providing notice and holding a public hearing at which oral and written presentations may be made, and providing an opportunity to review the supporting data upon which the fees are based at least ten (10) days before the hearing. This Board finds that all of the requirements of Government Code Section 66016 have been met.
7. Pursuant to Government Code Section 66018, other fees for services may be charged after providing notice pursuant to Government Code Section 6062a and holding a public hearing at which oral and written presentations may be made. The Board finds that all of the requirements of Government Code Section 66018 have been met.

B. ADOPTION OF FEES

1. Fee Schedule Adoption. The fees set forth in Exhibit A, attached hereto and incorporated herein by this reference, are hereby adopted and shall be charged and collected for the services enumerated herein.
2. Separate Fee for Each Process. All fees set by this resolution are for each identified process. Additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such unit.
3. Added Fees and Refunds. One and one half times the set fee shall be charged for accelerated processing. Where additional fees must be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where such charge or refund is ten dollars (\$10.00) or less, a charge or refund need not be made, pursuant to and provided the requirements of Government Code Sections 29373.1 and 29375.1 and amendments thereto are met. Where a fee payment is over 60 days past due, the departments shall seek a court judgment against the debtor and will charge interest at a rate of ten percent (10%) from the

date of judgment.

4. Establishment of a Trust Fund. The Auditor-Controller shall establish a trust fund for joint Community Development/Public Works application review fees, and the Treasurer shall invest said deposits with interest to accrue in the trust fund.

5. Defining and Timing of Fee Schedule. Definitions regarding and the timing of the implementation of the herein enumerated fee schedule shall be set forth herein and in Ordinance No. 98-32 as said ordinance is amended from time to time.

6. Interpretation. This Resolution may be interpreted by the several involved County department heads in consultation with the County Administrator. The department heads may reasonably and consistently modify a fee calculation methodology such that the resulting fee amount more closely reflects the cost reasonably borne for providing a service. If there is a conflict between two fees, the lower in dollar amount of the two shall be applied.

7. Severability. If any portion of this resolutions is declared invalid or unenforceable by a court of competent jurisdiction, the Board of Supervisors hereby declares that it would have adopted the remainder of this Resolution regardless of the absence of the invalid part(s).

8. Repealer. All resolutions and other actions of the Board of Supervisors in conflict with the contents of this Resolutions, including Resolution No. 2016/331 are repealed to the extent of any conflict, on the operative day of the conflicting provisions hereof. Obligations existing under any resolution or other Board action repealed by this section shall not be affected and shall remain in full force and effect.

9. Effective. This Resolution is effective immediately upon adoption subject to any applicable terms and conditions of Ordinance No. 98-32, as amended, except that (1) fees imposed herein on development projects (Government Code Section 66000) become effective 60 days after adoption, and (2) revised fees S-IH1 and S-IH2 become effective February 1, 2019.

10. Supersedes. This Resolution supersedes Resolution No. 2016/331. The new and revised fees in the attached Land Development Fee Schedule are approved.

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

ATTESTED: December 18, 2018

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

Contact: Kristen Lackey (925) 674-7888

By: Jami Napier , Deputy

cc: IOC Staff

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: ☒ 5 **John Gioia**
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

NO: ☐ /

ABSENT: ☐ /

ABSTAIN: ☐ /

RECUSE: ☐ /



Resolution No. 2018/615

AMENDMENTS TO LAND DEVELOPMENT FEE SCHEDULE

A. BACKGROUND FINDINGS

1. The County of Contra Costa has conducted a review of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services.
2. The County wishes to comply with both the letter and spirit of Article XIII B of the California Constitution and limit the growth of taxes.
3. The County's policy is to recover the full costs reasonably borne of providing special services of a voluntary and limited nature, so that general taxes are not diverted from general services of a broad nature and used to unfairly and inequitably subsidize special services.
4. Heretofore, the Board of Supervisors has, by ordinance, established its policy on the recovery of costs, particularly, the percentage of costs reasonably borne from users of County services and directed staff as to the methodology for implementing said ordinance.
5. It is the intention of the Board of Supervisors to develop, as necessary, a revised schedule of fees and charges based on the County's budgeted and projected costs reasonably borne, for each fiscal year.
6. Pursuant to Government Code Section 66016, the specific fees to be charged for services may be adopted by the Board of Supervisors by Resolution, after providing notice and holding a public hearing at which oral and written presentations may be made, and providing an opportunity to review the supporting data upon which the fees are based at least ten (10) days before the hearing. This Board finds that all of the requirements of Government Code Section 66016 have been met.
7. Pursuant to Government Code Section 66018, other fees for services may be charged after providing notice pursuant to Government Code Section 6062a and holding a public hearing at which oral and written presentations may be made. The Board finds that all of the requirements of Government Code Section 66018 have been met.

B. ADOPTION OF FEES

1. Fee Schedule Adoption. The fees set forth in Exhibit A, attached hereto and incorporated herein by this reference, are hereby adopted and shall be charged and collected for the services enumerated herein.
2. Separate Fee for Each Process. All fees set by this resolution are for each identified process. Additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such unit.
3. Added Fees and Refunds. One and one half times the set fee shall be charged for accelerated processing. Where additional fees must be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where such charge or refund is ten dollars (\$10.00) or less, a charge or refund need not be made, pursuant to and provided the requirements of Government Code Sections 29373.1 and 29375.1 and amendments thereto are met. Where a fee payment is over 60 days past due, the departments shall seek a court judgment against the debtor and will charge interest at a rate of ten percent (10%) from the

date of judgment.

4. Establishment of a Trust Fund. The Auditor-Controller shall establish a trust fund for joint Community Development/Public Works application review fees, and the Treasurer shall invest said deposits with interest to accrue in the trust fund.
5. Defining and Timing of Fee Schedule. Definitions regarding and the timing of the implementation of the herein enumerated fee schedule shall be set forth herein and in Ordinance No. 98-32 as said ordinance is amended from time to time.
6. Interpretation. This Resolution may be interpreted by the several involved County department heads in consultation with the County Administrator. The department heads may reasonably and consistently modify a fee calculation methodology such that the resulting fee amount more closely reflects the cost reasonably borne for providing a service. If there is a conflict between two fees, the lower in dollar amount of the two shall be applied.
7. Severability. If any portion of this resolutions is declared invalid or unenforceable by a court of competent jurisdiction, the Board of Supervisors hereby declares that it would have adopted the remainder of this Resolution regardless of the absence of the invalid part(s).
8. Repealer. All resolutions and other actions of the Board of Supervisors in conflict with the contents of this Resolutions, including Resolution No. 2016/331 are repealed to the extent of any conflict, on the operative day of the conflicting provisions hereof. Obligations existing under any resolution or other Board action repealed by this section shall not be affected and shall remain in full force and effect.
9. Effective. This Resolution is effective immediately upon adoption subject to any applicable terms and conditions of Ordinance No. 98-32, as amended, except that (1) fees imposed herein on development projects (Government Code Section 66000) become effective 60 days after adoption, and (2) revised fees S-IH1 and S-IH2 become effective February 1, 2019.
10. Supersedes. This Resolution supersedes Resolution No. 2016/331. The new and revised fees in the attached Land Development Fee Schedule are approved.

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

Contact: Kristen Lackey (925) 674-7888

ATTESTED: December 18, 2018

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


By: Jami Napier, Deputy

cc: IOC Staff

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 1 of 24

S-001

Permit Processing and Issuance Program

- | | |
|---|---|
| A. Plan Review | 65% of Building Permit Fee. Applicable when plans are required beyond a plot or site plan. |
| B. Permit Review and Processing | 25% of Building Permit Fee. Applicable when review for compliance can be determined through a plot or site plan, or references to a master plan previously reviewed and approved by the department. |
| C. Additional Processing | Applicable when additional plan review is required due to:
1) incomplete or unacceptable follow-through by applicant on deficiencies found in the initial plan review; 2) significant revisions submitted after plan review is well underway; or 3) revisions submitted during construction to reflect field changes. Fees for such reviews shall be at the hourly rates in effect at the time of plan review. |
| D. Refinery and Chemical Plant Fee | |
| 1. Yearly Building/
Grading Permit | 10% of the actual annual valuation of building construction and grading activity. Excluded from this category are all expenditures for which individual building or grading permits are applicable. |
| 2. Individual Building/
Grading Permit | For new construction, additions, or major alterations of buildings, the fees charged will be consistent with other sections of this fee schedule. For all other construction work the valuation will be based upon the actual cost of materials and labor associated with the installation of foundations and other structural items only. The permit will be calculated as per Table No. 1-A. |
| 3. Yearly Electrical Permit | 1% of the actual valuation of electrical construction activity. |

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 2 of 24

S-002

Construction Inspection Program

A. Building Inspection

1. Building Permit

The Building Permit fee shall be as set forth in the Fee Schedule (Table No. 1-A) or \$75.00 whichever is greater.

2. Energy Compliance

25% of Building Permit and Plan Review or processing fees. Applicable on all structures with heated or air-conditioned space.

3. Access Compliance

25% of Building Permit and Plan Review or processing fees. Applicable on all buildings except residential use buildings with fewer than 4 dwelling units. Additions and alterations to an exempt building, and accessory structures on the same parcel with an exempt building, also are exempt from this fee.

B. Earthquake Fee

Residential: \$10 per each \$100,000 of building valuation.

Commercial: \$20 per each \$100,000 of building valuation.

Valuation. The determination of value or valuation under any provisions of the County Building Code shall be made by the Director of Conservation and Development. The total valuation to be used with the Fee Schedule shall be determined using the Building Valuation Data contained in the Building Safety Journal, published by the International Code Council (ICC) or in the Successor magazine published by the ICC or its Successor organization. The data in the March-April issue of each year shall be used for the ensuing fiscal year. Work not listed in the Building Valuation Data shall be valued per the Building Valuation Data Supplement below, which may be modified administratively by the Director of Conservation and Development to clarify or cover additional types of work and situations.

The valuation to be used in computing the building permit fee shall be the total valuation of all construction work for which the permit is issued, as well as all finish work, painting, roofing, mechanical, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanently installed equipment. For industrial facilities, the value of process equipment and heavy machinery supported by the structure or by its own foundation shall be included. Contractor overhead and profit shall be included.

The valuation of grading, retaining walls, paving and other site work, and any demolition work, shall be included unless such work was included in other permits issued by the Department of Conservation and Development.

The valuation data is used to establish consistent criteria for calculating permit fees, and the calculated total valuation does not necessarily reflect actual costs. The County Assessor does not rely on this cost, but performs independent assessments of the permitted work.

LAND DEVELOPMENT FEE SCHEDULE
ADOPTED DECEMBER 18, 2018
Page 3 of 24

BUILDING VALUATION DATA SUPPLEMENT

The work listed in this supplement shall be valued based on the gross square footage of the work, or where noted, as a lump sum. Where actual costs are higher, those costs shall be used for the valuation.

**3% increase effective 01/04/2016*

	\$/Sq.Ft.
1. Residential addition	
-Good Quality	129.48
2. Residential remodel (to existing floor areas)	64.75
If bathrooms are added or remodeled, for each one, add lump sum of:	6829.38
If kitchen is remodeled, add lump sum of:	20488.15
3. Residential use conversion from garage, basement or unfinished area	
-Good Quality	77.18
If bathrooms or kitchen added, include lump sum(s) as for residential remodel.	
4. Sun room with >60% glazing, cabanas, other similar structures	50.68
If conditioned space and integrated with main structure, add:	79.63
5. Patio cover (includes pre-fab types, usually with ICBO research listing)	22.23
If enclosed with walls or glazing, add:	43.44
6. Deck	21.72
7. Retaining wall (projected sq.ft. areas of wall and footing)	
-concrete or CMU	14.48
-wood	7.25
8. Freestanding fence (projected area)	
-concrete or CMU	7.25
-wood, chainlink	4.35
9. Swimming pool, lump sum of:	34146.91
10. Remodel or tenant improvement work in commercial buildings	
Type I and II Construction	43.44
Type III, IV and V Construction	36.20
If restrooms are added or relocated - add lump sum for each:	13658.77
If commercial kitchen is added - add lump sum of:	40976.29
11. Reroofing	
-Built up, composition shingles, foam	4.35
-Treated wood, metal and proprietary products	5.08
-Tile - masonry, clay, concrete	6.51

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 4 of 24

12.	Mobile home on permanent foundation (based on square footage of mobile home)	14.48
13.	Moved building (for existing s.f. any added s.f. shall be at "average quality" valuation)	43.44
14.	Agricultural/husbandary buildings	
	-Pole construction	13.97
	-Wood construction	21.70
	-Steel construction	24.89

B. Electrical Inspection Fees

1.	New dwelling	15% of the Building Permit Fee.
2.	Addition or alteration to dwelling unit	20% of the Building Permit Fee, \$75.00 minimum.
3.	New commercial building	25% of the Building Permit Fee, \$75.00 minimum.
4.	Shell building	5% of the Building Permit Fee, \$75.00 minimum.
5.	Commercial alterations & tenant improvements	20% of the Building Permit Fee, \$75.00 minimum.
6.	Electrical Permit	\$75.00 minimum. *See note below.

* An electrical permit is required for all electrical work regulated by the Electrical Code. Fees for work not included in Items 1 - 5 above shall be calculated using Table 1-A and based on the contract amount of the electrical work. Where such electrical work is performed in conjunction with a building permit, the fee may be added to that permit, and a separate electrical permit is not required.

C. Mechanical Inspection Fees

1.	New dwelling	10% of the Building Permit Fee.
2.	Addition or alteration to dwelling unit.	15% of the Building Permit Fee, \$75.00 minimum.
3.	New commercial building	15% of the Building Permit Fee, \$75.00 minimum.
4.	Shell building	5% of the Building Permit Fee, \$75.00 minimum.
5.	Commercial alterations & tenant improvements	10% of the Building Permit Fee, \$75.00 minimum.

LAND DEVELOPMENT FEE SCHEDULE
ADOPTED DECEMBER 18, 2018
Page 5 of 24

6. Mechanical Permit \$75.00 minimum.*See note below.

* A mechanical permit is required for all mechanical work regulated by the Mechanical Code. Fees for work not included in Items 1 - 5 above shall be calculated using Table 1-A and based on the contract amount of the mechanical work. Where such mechanical work is performed in conjunction with a building permit, the fee may be added to that permit, and a separate mechanical permit is not required.

D. Plumbing Inspection Fees

- | | | |
|----|--|--|
| 1. | New dwelling | 15% of the Building Permit Fee. |
| 2. | Addition or alteration to dwelling unit | 20% of the Building Permit Fee, \$75.00 minimum. |
| 3. | New commercial building | 20% of the Building Permit Fee, \$75.00 minimum. |
| 4. | Shell building | 5% of the Building Permit Fee, \$75.00 minimum. |
| 5. | Commercial alterations & tenant improvements | 15% of the Building Permit Fee, \$75.00 minimum. |
| 6. | Plumbing Permit | \$75.00 minimum. *See note below. |

* A plumbing permit is required for all plumbing work regulated by the Plumbing Code. Fees for work not included in Items 1 - 5 above shall be calculated using Table 1-A and based on the contract amount of the work. Where such plumbing work is performed in conjunction with a building permit, the fee may be added to that permit, and a separate plumbing permit is not required.

E. Miscellaneous Fees

1. Reinspections. When return trips to the site by an inspector are necessary as specified below, a reinspection fee shall be charged as follows:
- a. For building permits with total valuations not exceeding \$5,000, \$50 per trip.
 - b. For building permits with total valuations of more than \$5,000, \$100 per trip.
 - c. For electrical, mechanical and plumbing permits on residential buildings, \$50 per trip.
 - d. For electrical, mechanical and plumbing permits on non-residential buildings, \$100 per trip.
- Situations where reinspection fees shall be applicable include the following:
- a. When the work for a called inspection is not ready or not accessible to the inspector.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 6 of 24

- b. When extra inspections are necessary due to deficient or defective work through fault or error of the owner or contractor. One such extra inspection will be made for each phase of work that requires inspection (i.e. foundation, rough electric, etc.) under the regular fees prescribed in this section. A reinspection fee shall be charged for each additional visit or inspection thereafter.
 - c. When more than one inspection is made on a phase of work (i.e., "partial inspections") that normally is inspected in one trip. The fee may be waived when partial inspections are necessary due to the large size of the project, or when the inspections do not adversely affect the efficiency of the inspector.
- 2. Owner-requested inspection of an existing building. The fee shall be based on an hourly rate @ \$90 per hour, with 1 hour minimum. If overtime is required the rate shall be \$180 per hour with a 1-hour minimum.
 - 3. Inspection for Change of Occupancy. The fee shall be based on an hourly rate @ \$90 per hour, with 1-hour minimum.
 - 4. Investigation of work without permit. When a Stop Work Notice is issued for work being performed without permits or performed beyond the scope of existing permits, a special investigation and inspection shall be made before permits may be issued for such work. An investigation fee shall be charged equal to two times the amount of all permit fees required by this ordinance, with a minimum of \$250. The fee is additive to the permit fees. This provision shall not apply to emergency work when it can be proven to the satisfaction of the Director of Building Inspection that such work was urgently necessary, that it was not practical to obtain a permit before the work was commenced, and that a permit was applied for as soon as practical.
 - 5. Abatement of Code Violations.
 - Building: Abatement costs: When an RF (Report Form) is issued as a result of an inspection of a property, and compliance is required to correct violations found, or permits are required to legalize work previously performed without building permits, a code enforcement cost shall be charged equal to two times the amount of all permit fees required by this ordinance, with a minimum of \$250. Where repeat visits are required before the owner complies or obtains the required permits, a reinspection cost of \$100 per trip shall be charged after the second trip. Where repeat visits are necessary after compliance or permit issuance to enforce the abatement work, a reinspection cost of \$100 per trip shall be charged after the second trip. The costs in this section are additive to the permit fees.
 - Zoning: When Code Enforcement activities are required as a result of an inspection of a property and compliance is required to correct violations found, or permits are required for compliance, a code enforcement cost shall be charged equal to the amount of all permit fees required by this ordinance, with a minimum of \$250. Where repeat visits are required before the owner complies or obtains the required permits, a reinspection cost of \$100 per trip shall be charged. Where repeat visits are necessary after compliance or permit issuance to enforce the abatement work, a reinspection cost of \$100 per trip shall be charged. The costs in this section are additive to the permit fees.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 7 of 24

6. Renewal fee for an expired permit:

- For Final Inspection: 10% of the current building valuation will be used as the basis for the calculation of the building permit fee.
- For permits that have expired within one year after issuance date: the permit fee will be 50% of the sum of the original building, electrical, mechanical and plumbing fees.
- For permits that have expired more than 180 days after the last inspection occurred: full fee is applicable.

S-003 Grading Plan Check/Inspection

Improvement Value:

\$100,000 or less
\$100,001 to \$1,000,000
Over \$1,000,000

Fee:

The greater of 5% or \$100.
\$5,000 plus 4% of amount in excess of: \$100,000.
\$41,000 plus 3% of amount in excess of: 1,000,000.

Additional fee if:

Work goes over 1 year
Work goes over 2 years

1% of uncompleted work + \$100.
2% of uncompleted work + \$100.

S-004 Building Demolition Review \$100 permit.

S-005 Mobile Home Park Annual Inspection \$25 plus \$2 per lot for licensing, plus \$4 per mobile home lot for annual inspection.

S-006 Mobile Home Permit Inspection
Application: \$20.
Inspection: \$100 plus \$30 for each half hour over one hour.
Reinspection: \$60 plus \$30 for each half hour over one hour.

S-007 Permanent Mobile Home Inspection Same as construction inspection. (S-002)

S-008 R-Form Complaint Investigation Costs are offset by a portion of the 40% surcharge collected on building permit fees. To the extent surcharge revenues are insufficient, costs are absorbed by the operations reserve.

S-009 R-Form Site Investigation \$200 per investigation plus County's fully burdened hourly rates for travel time outside the County.

S-010 County Code Compliance \$200 per report.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 8 of 24

S-011	Records Information Research	<u>Retrieval/research fee:</u> \$60 per hour, \$15 minimum. Photocopy charges at published rates. <u>Documents requested to be certified have an additional charge:</u> <u>First page:</u> \$4.50 <u>Add'l pages:</u> \$1.00 each
S-012	Subpoena Services	Evidence reproduction: \$60 per hour, \$15 minimum Witness summons: Time and materials plus mileage, \$150 deposit.
S-013	Certificate of Compliance Review/ Determination of Legal Lot	\$1,000 minimum deposit, time and materials.
S-014	Development Plan Review (Multiple-family/Commercial/ Office/ Industrial)	\$6,000 minimum deposit plus Multiple-family: \$195 per unit. Commercial, Office, Industrial: \$.20 sq.ft. Time and materials.
S-015	Development Plan Review (Exterior Change)	\$2,900 minimum deposit. Time and materials.
S-016	Development Plan Review (No Exterior Change)	\$2,000 minimum deposit. Time and materials.
S-017	Time Extension (Administrative)	\$200 fee.
S-018	Time Extension (Public Hearing)	\$600 fee.
S-019	General Plan Amendment Review	\$5,000 plus \$100 per acre minimum deposit. Time and materials. \$3,500 nonrefundable fee for General Plan Maintenance.
S-019A	Specific Plan Amendment	\$5,000 minimum deposit. Time and materials.
S-019B	General Plan Amendment Feasibility Request	\$750 fee credited towards subsequent General Plan Amendment application.
S-020	General Plan Maintenance	Costs are offset by the 40% surcharge on building permit fees. To the extent such fees are insufficient, costs will be absorbed by the operations reserve.
S-021	Land Use Permit (Quarry)	\$5,600 minimum deposit plus \$75 per acre. Time and materials.
S-022	Land Use Permit (Quarry Reclamation Plan)	\$1,780 minimum deposit plus \$75 per acre. Time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 9 of 24

S-023	Land Use Permit (Caretaker Mobile Home)	\$2,000 minimum deposit. Time and materials.	
S-024	Land Use Permit (Family Member Mobile Home)	\$750 minimum deposit. Time and materials. \$150 with proof of financial hardship of property owner.	
S-025	Land Use Permit (Residential Care Facility)	\$3,000 minimum deposit. Time and materials.	
S-026	Land Use Permit (Home Occupation)	\$500 minimum deposit. Time and materials.	
S-027	Land Use Permit (Take Out Food)	\$2,700 minimum deposit. Time and materials.	
S-027A	Land Use Permit (Second Unit)	\$1,000 minimum deposit. Time and materials.	
S-027B	Land Use Permit (Additional Residence)	\$2,000 minimum deposit. Time and materials.	
S-028A	Land Use Permit (Development Plan Combination)	\$2,000 minimum deposit plus Development Plan deposit. Time and materials.	
S-028B	Land Use Permit (Development Plan Combo, Minor Revisions/Amendments)	\$500 minimum deposit. Time and materials.	
S-029	Land Use Permit (Other)	\$2,700 minimum deposit plus ½ % of value of project over \$100,000. Time and materials.	
S-029A	Land Use Permit (Solid Waste Disposal Review)	\$10,000 minimum deposit. Time and materials.	
S-030	Land Use Permit (Administrative Permit - Gas Well)	\$570 minimum deposit. Time and materials.	
S-031	Land Use Permit (Gas Well Ordinance)	\$2,060 minimum deposit. Time and materials.	
S-032	Lot Line Adjustment Review	\$50 per adjusted parcel. \$500 minimum.	
S-033	Tentative Subdivision Map Review - Major	<u>5-30 lots/units</u>	\$5,490 minimum deposit plus \$185 per lot/unit 5-30. Time and materials.
		<u>31-100 lots/units</u>	\$11,500 minimum deposit plus \$96 per lot/unit 31-100. Time and materials.
		<u>101 or more lots/units</u>	\$18,200 minimum deposit plus \$64 per lot/unit 101 and up. Time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 10 of 24

S-033A	Development Agreement	\$1,000 minimum deposit. Time and materials.
S-033B	Development Impact Fee Deferral	\$500 – Agreement must be executed and recorded as lien on property for deferral of Area of Benefit, Child Care, Inclusionary Housing, Park Impact, Police Services, and Traffic Impact Fees. Sunsets December 31, 2011.
S-034	Tentative Subdivision Map Review - Minor	\$4,800 minimum deposit plus \$300 per lot/unit. Time and materials.
S-034A	Reversion to Acreage	\$1,500 minimum deposit. Time and materials.
S-035	Condo Conversion Tentative Map <u>1 - 30 lots/units</u> <u>31 - 100 lots/units</u> <u>101/or more lots/units</u>	\$1,910 minimum deposit plus \$140 per lot/unit 1 - 30. \$6,104 minimum deposit plus \$105 per lot/unit 31 - 100. \$13,454 minimum deposit plus \$70 per lot/unit 101 and up. Time and materials.
S-036	Lot Split	\$2,000 minimum deposit. Time and materials.
S-036A	Undersized Lot Review	\$150 fee. If public hearing is requested, \$500 minimum deposit in addition to review fee. Time and materials.
S-037	Planned Unit Development Rezoning Review - Residential <u>1-30 units</u> <u>1-100 units</u> <u>1-101/up</u>	\$4,185 minimum deposit plus \$128 per unit. \$8,025 minimum deposit plus \$96 per unit 31 - 100. \$14,745 minimum deposit plus \$64 per unit 101 and up. Time and materials.
S-038	Planned Unit Development Rezoning Review - Commercial/Industrial	\$6,200 minimum deposit plus \$.15 per sq.ft. of floor area over 25,000 sq. ft. Time and materials.
S-039A	Planned Unit Development Final Development Plan Review/New	\$3,500 minimum deposit. Time and materials.
S-039B	Planned Unit Development Final Development Plan Review/Non-Substantial Modification	\$1,000 minimum deposit. Time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 11 of 24

S-039C	Planned Unit Development Final Development Plan Review/ Substantial Modification	\$3,000 minimum deposit. Time and materials.
S-040	Planned Unit Development Tentative Subdivision Map Review	\$2,850 minimum deposit. Time and materials.
S-041	Rezoning Review - Commercial/Industrial	\$6,500 minimum deposit. Time and materials.
S-042	Rezoning Review - Other	\$2,500 minimum deposit. Time and materials.
S-043	Police Services District Formation	\$800 fee.
S-044	Zone Variance	\$1,000 minimum deposit. Time and materials.
S-045	Sign Review	<u>Minor modification:</u> \$550 fee. <u>Public hearing:</u> Additional \$800 deposit towards time and materials.
S-045A	Address Change/Private Road Name Change	\$500 fee plus \$100 per address over 10.
S-046	Request for Determination	\$200 fee.
S-046A	Accelerated Review	Non-refundable deposit equal to 30% of amount of consultant contract plus time and materials.
S-047A	Zoning Administrator Appeal - Land Use Permit	\$125 filing fee. Time and materials charged to applicant.
S-047B	Zoning Administrator Appeal - Minor Subdivision	\$125 filing fee. Time and materials charged to applicant.
S-047C	Zoning Administrator Appeal - Major Subdivision	\$125 filing fee. Time and materials charged to applicant.
S-047D	Zoning Administrator Appeal - Other	\$125 filing fee. Time and materials charged to applicant.
S-047E	Planning Commission Agenda Mailing Service	\$25 per year plus \$5 per year for each additional agenda.
S-048	Fish and Game - Posting Fee Administrative Fee	\$50 fee. \$25 fee.
S-048A	Appeal to the Board - Land Use Permit	\$125 filing fee. Time and materials charged to applicant.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 12 of 24

S-048B	Appeal to the Board - Minor Subdivision	\$125 filing fee. Time and materials charged to applicant.
S-048C	Appeal to the Board - Major Subdivision	\$125 filing fee. Time and materials charged to applicant.
S-048D	Appeal to the Board - Other	\$125 filing fee. Time and materials charged to applicant.
S-049	Reconsideration Review	\$125 filing fee. Time and materials.
S-049A	Condition of Approval Modification Review	\$500 fee. Time and materials with \$1,000 deposit if modification goes to public hearing.
S-049B	Modification of Official Document	\$250 fee.
S-050	Agricultural Preserve Rezoning Review	\$1,000 minimum deposit. Time and materials.
S-050A	Agricultural Preserve Contract	\$500 deposit. Time and materials.
S-051	Agricultural Preserve Cancellation Review	\$5,400 minimum deposit. Time and materials.
S-051A	Preapplication Review <u>Minor Subdivision, Minor Land Use Permit, Development Permit</u> (not more than one building)	\$500 fee. All additional costs charged to future application, credit given for fee paid.
	<u>Major Subdivision</u> up to 100 lots	\$750 fee. All additional costs charged to future application, credit given for fee paid.
	101 - 250 lots	\$950 fee. All additional costs charged to future application, credit given for fee paid.
	<u>Major Residential, Commercial or Industrial Development</u> (more than one building)	\$1,000 fee. All additional costs charged to future application, credit given for fee paid.
S-051B	Agricultural Preserve Non-Renewal Notice	\$300 minimum deposit. Time and materials.
S-051C	Annual Review of Quarry Reclamation	\$1,000 fee plus \$2 per acre.
S-051D	Permit for Alteration of Protected Trees	\$500 minimum deposit. Time and materials.
S-051F	Heritage Tree (appeal)	\$50 minimum deposit plus time and materials.
S-051G	Heritage Tree (nomination)	\$100 fee per tree.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 13 of 24

S-051H	Heritage Tree (removal permit)	\$1,000 minimum deposit plus time and materials.
S-051J	Heritage Tree (encroachment permit)	\$500 minimum deposit plus time and materials.
S-052	Land Development Surcharge	40% surcharge on building permits.
S-052A	Fee Services Clerical	Costs to be offset by a portion of the Planning Surcharge. To the extent such revenues are insufficient, costs will be absorbed by the operations reserve.
S-052B	Notification List Services	\$1.50 per address plus \$30.
S-053	Mitigation/ Condition of Approval Compliance Monitoring	\$1,500 minimum deposit plus time and materials.
S-056	Hazardous Waste Application Review	
	<u>Determination</u>	\$2,440 minimum deposit plus time and materials.
	<u>Monitoring 86/100</u>	\$2,900/year minimum deposit plus time and materials.
	<u>Mitigation Monitoring (non 86/100)</u>	Time and materials.
S-057	Environmental Impact Review	Contract amount plus 30% administrative surcharge. Time and materials.
S-059	County Water Agency Wetland Review	\$500 minimum deposit. Time and materials.
S-060	Records Information Research	<u>Retrieval/research fee</u> : \$60 per hour, \$15 minimum. Photocopy charges at published rates.
		<u>Documents requested to be certified have an additional charge:</u> <u>First page</u> : \$4.50. <u>Add'l pages</u> : \$1.00 each.
S-060A	Geologic Review	Contract amount. Time and materials. <u>Major Subdivision</u> : Deposit of \$750 <u>Minor Subdivision</u> : Deposit of \$1,500 <u>Others</u> : Deposit based on estimated contract amount. Deposit to be paid at submittal application or submittal of soil report whichever is earlier.
S-060B	Landscaping and Tree Protection Agreement	Time and materials charged against \$100 minimum initial deposit.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 14 of 24

S-060C	COA Compliance Check for Building Permit Issuance	<p><u>Minor Developments</u> - \$500 minimum deposit. Time and materials.</p> <p><u>Major Developments</u> - \$1,000 minimum deposit. Time and materials.</p>
S-060D	Liquor License Site Determination	\$525 fee
S-060E	Gun Ordinance Annual License	\$250 fee.
S-060F	Deemed Approved Annual Fee	\$400 yearly fee per ABC license
S-060G	Subpoena Services	Evidence reproduction: \$60 per hour, \$15 minimum. Witness summons: Time and materials plus mileage, \$150 deposit.
S-060H	Temporary Events	\$150 deposit – Time and materials - \$2,500 cap.
S-060I	Home Occupation Permit (Admin.)	\$50 fee.
S-060J	Meteorological Tower Permit (Admin.)	\$1,000 minimum deposit plus time and materials.
S-060K	Wireless Facility Access Permit	\$4,000 minimum deposit plus time and materials.
S-060L	Wireless Facility Minor Alteration Permit	\$1,000 minimum deposit plus time and materials.
S-060M	Wireless Facility Collocation Permit	\$1,000 minimum deposit plus time and materials.
S-060N	Cannabis Letter of Intent Review Fee	\$500 fee.
S-060P	Cannabis Proposal Review Fee	\$2,500 fee.
S-061	Growth Management Task Force Review	Costs offset by portion of 40% surcharge on Building Review Permit fees. To the extent such revenues are insufficient, costs will be absorbed by the operations reserve.
S-062	Growth Management Plan	<p>CCTA funds program annually, as long as County was in compliance in prior year. Allocation of funding internally is determined by the Board of Supervisors.</p> <p>Excess costs over annual funding determined by Board of Supervisors is offset by 40% surcharge on building permit fees and the operations reserve.</p>
S-063	California Environmental Quality Act Review County Projects - Non EIR	Time and materials excluding general overhead.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 15 of 24

S-064	California Environmental Quality Act Review County Projects -EIR	Time and materials excluding general overhead.
S-065	Child Care Application Review	\$1,000 minimum deposit. Time and materials.
S-066	Code Enforcement	Costs are offset by 40% surcharge on building permit fees. To the extent such revenues are insufficient, costs will be absorbed by the operations reserve.
S-066A	Late Filing of Development Permit Application	Nonrefundable penalty equal to 50% of application fee or deposit amount.
S-067	Counter Information	Costs are offset by 40% surcharge on building permit fees. To the extent such revenues are insufficient, costs will be absorbed by the operations reserve.

LAND DEVELOPMENT FEE SCHEDULE
ADOPTED DECEMBER 18, 2018
Page 16 of 24

FEES FOR NORTH RICHMOND PLANNED UNIT DISTRICT AREA

S-NR01	Administrative Permits	\$300 deposit, plus time and materials.
S-NR02	Land Use Permit – Automotive Uses	\$1,000 deposit, plus time and materials.
S-NR03	Land Use Permit	\$500 deposit, plus time and materials.
S-NR04	Development Permit	\$1,000 deposit, plus time and materials.
S-NR05	Lot Line Adjustment	\$150 fee per parcel, plus time and materials.
S-NR06	Annual Monitoring Fee	\$50 fee, plus time and materials.
S-NR07	Home Occupation	\$50 fee, plus time and materials.

FEES FOR RODEO PLANNED UNIT DISTRICT AREA

S-RD01	Administrative Permits	\$300 deposit, plus time and materials.
S-RD02	Land Use Permit – Automotive Uses	\$1,000 deposit, plus time and materials.
S-RD03	Land Use Permit	\$500 deposit, plus time and materials.
S-RD04	Development Permit	\$1,000 deposit, plus time and materials.
S-RD05	Lot Line Adjustment	\$150 fee per parcel, plus time and materials.
S-RD06	Annual Monitoring Fee	\$50 fee, plus time and materials.
S-RD07	Home Occupation	\$50 fee, plus time and materials.

FEES FOR BAY POINT PLANNED UNIT DISTRICT AREA

S-BP01	Administrative Permits	\$300 deposit, plus time and materials.
S-BP02	Land Use Permit - Automotive Uses	\$1,000 deposit, plus time and materials.
S-BP03	Land Use Permit	\$500 deposit, plus time and materials.
S-BP04	Development Permit	\$1,000 deposit, plus time and materials.
S-BP05	Lot Line Adjustment	\$150 fee per parcel, plus time and materials.
S-BP06	Annual Monitoring Fee	\$50 fee, plus time and materials.
S-BP07	Home Occupation	\$50 fee, plus time and materials.

LAND DEVELOPMENT FEE SCHEDULE
ADOPTED DECEMBER 18, 2018
Page 17 of 24

FEES FOR MONTALVIN MANOR PLANNED UNIT DISTRICT AREA

S-MM01	Administrative Permits	\$300 deposit, plus time and materials.
S-MM02	Land Use Permit – Automotive Uses	\$1,000 deposit, plus time and materials.
S-MM03	Land Use Permit	\$500 deposit, plus time and materials.
S-MM04	Development Permit	\$1,000 deposit, plus time and materials.
S-MM05	Lot Line Adjustment	\$150 fee per parcel, plus time and materials.
S-MM06	Annual Monitoring Fee	\$50 fee, plus time and materials.
S-MM07	Home Occupation	\$50 fee, plus time and materials.

FEES FOR EL SOBRANTE PLANNED UNIT DISTRICT AREA

S-ES01	Administrative Permits	\$300 deposit, plus time and materials.
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AFFORDABLE HOUSING REFINANCING PROCESS FEES

S-HM01	Multi-Family Affordable Housing Refinancing Fee	\$1,000 deposit plus time and materials.
S-HS01	Single-Family Affordable Housing Refinancing Fee	\$350 deposit plus time and materials.
S-MCC01	Mortgage Credit Certificate Insurance	\$300 deposit plus time and materials.
S-RMCC1	Reissued Mortgage Credit Certificate	\$300 deposit plus time and materials.
S-MCC02	Replacement lost mortgage credit and reissued mortgage credit certificate	\$100 deposit plus time and materials.
S-MCC03	MCC Lender Participation	\$400 deposit plus time and materials.
S-MCC04	MCC Lender Participation Annual Renewal	\$200 deposit plus time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 18 of 24

IN-LIEU FEES FOR INCLUSIONARY HOUSING ORDINANCE – APPLIES TO PROJECTS WITH 5 THROUGH 125 UNITS ONLY. FEES ARE NOT ALLOWED ON PROJECTS WITH MORE THAN 125 UNITS EXCEPT FOR FRACTIONAL UNITS

Fees are one option for compliance. See Ordinance for requirements and options for any project of five or more units. Fees may be paid on a fraction of a unit if the calculation of the required number of inclusionary units in a project results in a fraction of a unit.

Developments of 5 or more units must provide 15% of the units as affordable.

For-sale developments must have 80% of the inclusionary units (12% of total units) as affordable to moderate income households and 20% of the inclusionary units (3% of total units) as affordable to lower income households.

Rental developments must have 80% of the inclusionary units (12% of total units) as affordable to lower income households and 20% of the inclusionary units (3% of total units) as affordable to very-low income households.

Refer to Ordinance for income definitions.

Fee amounts are based on the formula in Section 822.4404(b) of the ordinance.

S-IH1	FOR SALE HOUSING IN-LIEU FEE	<p>\$6,600.06 per market rate unit.</p> <p>Fee equals 12% of total number of units in the development times \$0 plus 3% of total number of units in the development times \$220,002; i.e., $(0.12 \times \text{total units}) \times (\\$0) + (0.03 \times \text{total units}) \times (\\$220,002)$.</p>
S-IH2	RENTAL HOUSING IN-LIEU FEE	<p>\$24,200.55 per market rate unit.</p> <p>Fee equals 12% of total number of units in the development times \$130,350 plus 3% of total number of units in the development times \$285,285; i.e., $[(0.12 \times \text{total units}) \times (\\$2,376) + (0.03 \times \text{total units}) \times (\\$5,184)] \times (55 \text{ years})$.</p>
S-068	Final Map Check (Major)	<p>Deposit of \$1,500 plus \$25 per lot. 50% surcharge for accelerated review if available.</p> <p>Lot line revisions after the first check \$25 per affected lot. Time and materials.</p>
S-069	Parcel Map Check	<p>Deposit of \$1,500 plus \$25 per lot. 50% surcharge for accelerated review if available.</p> <p>Lot line revisions after the first check are \$25 per affected lot. Time and materials.</p>

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 19 of 24

S-070	Record of Survey Check	The fee is actual time at the County's fully burdened hourly rates charged against an initial deposit of \$500, and additional deposits as necessary. The minimum fee is \$200.
S-072	Public Improvement Plan Check (Major) Based on Improvement Value: <u>\$25,000 or less</u> <u>\$25,001-\$50,000</u> <u>More than \$50,000</u>	Deposit of: \$1,500 + 8% of improvement value. \$3,500 + 6% of amount over \$25,000. \$5,000 + 2% of amount over \$50,000. Time and materials. 50% surcharge for accelerated review if available.
S-073	Public Improvement Plan Check (Minor) Based on Improvement Value: <u>\$25,000 or less</u> <u>\$25,001-\$50,000</u> <u>More than \$50,000</u>	Deposit of: \$1,500 + 8% of improvement value. \$3,500 + 6% of amount over \$25,000. \$5,000 + 2% of amount over \$50,000. Time and materials. 50% surcharge for accelerated review if available.
S-074A	Public Improvement Plan Check (LUP) Based on Improvement Value: <u>\$25,000 or less</u> <u>\$25,001-\$50,000</u> <u>More than \$50,000</u>	Deposit of: \$1,500 + 8% of improvement value. \$3,500 + 6% of amount over \$25,000. \$5,000 + 2% of amount over \$50,000. Time and materials. 50% surcharge for accelerated review if available.
S-075	Public Improvement Plan Check (Development Plan) Based on Improvement Value: <u>\$25,000 or less</u> <u>\$25,001-\$50,000</u> <u>More than \$50,000</u>	Deposit of: \$1,500 + 8% of improvement value. \$3,500 + 6% of amount over \$25,000. \$5,000 + 2% of amount over \$50,000. Time and materials. 50% surcharge for accelerated review if available.
S-076	Drainage Review (No Improvement Plan)	\$700 deposit. Time and materials.
S-076A	Condition of Approval Compliance Check (No Improvement Plan)	\$1,000 deposit. Time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 20 of 24

S-076B	Improvement Agreement Extension	\$250 if documents signed and submitted 21 days before agreement expires, \$400 thereafter.
S-076C	Public Improvement Plan -Bridge/Major Structure	\$2,000 + 6% of improvement value. Time and materials.
S-077	Public Improvement Inspection (Major) Based on Improvement Value: <u>\$100,000 or less</u> <u>\$100,001 or more</u>	Deposit of: \$1,500 + 6.5% of improvement value. \$3,500 + 4.5% of amount over \$101,000. Time and materials. M & T Lab retests at scheduled test prices.
S-077A	Public Improvement Inspection - Bridge/Major Structure	Deposit of: \$1,500 + 7% of improvement value. Time and materials. M & T Lab retests at scheduled test prices.
S-078	Public Improvement Inspection (Minor) Based on Improvement Value: <u>\$100,000 or less</u> <u>\$100,001 or more</u>	Deposit of: \$1,500 + 6.5% of improvement value. \$8,000 + 4.5% of amount over \$100,000. Time and materials. M & T Lab retests at scheduled test prices.
S-079	Public Improvement Inspection (Land Use Permit) Based on Improvement Value: <u>\$100,000 or less</u> <u>\$100,001 or more</u>	Deposit of: \$1,500 + 6.5% of improvement value. \$8,000 + 4.5% of amount over \$100,000. Time and materials. M & T Lab retests at scheduled test prices.
S-080A	Public Improvement Inspection (Development Plan) Based on Improvement Value: <u>\$100,000 or less</u> <u>\$100,001 or more</u>	Deposit of: \$1,500 + 6.5% of improvement value. \$8,000 + 4.5% of amount over \$100,000. Time and materials. M & T Lab retests at scheduled test prices.
S-081C	Public Improvement Plan Review - Landscaping	\$500 deposit plus 2% of improvement value. Time and materials.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 21 of 24

S-081D	Subdivision Monument Check	1 -2 monuments 3 -5 monuments 6-9 monuments (per monument) 10 or more monuments (per monument) Time and materials.	\$500.00 \$750.00 \$125.00 \$120.00
S-081E	Application Review - Encroachment Permit (small) (driveway, sidewalk repairs, small retaining walls, sewer laterals or water service by property owner, etc.)	\$35.00 fee plus \$500 cash bond required for work in the street.	
S-081F	Application Review - Encroachment Permit (large)	Deposit determined by staff based on valuation with a \$300 initial deposit. One hour minimum. Time and materials at fully burdened hourly rates. Bond may be required.	
S-081G	Application Review - Encroachment Permit (utilities)	Time and materials using fully burdened hourly rates. One hour minimum. "Blanket" permit style services are available upon request for routine utility work within the right of way.	
S-082B	Public Improvement Inspection - Landscaping	\$500 plus 8% of improvement value. Time and materials.	
S-082C	Encroachment Permit Inspection (small) (driveways, sidewalk repairs, small retaining walls, etc.)	\$100 fee. Unpermitted inspection fee is double inspection and permit fee. Non-notification for inspection: \$100 plus time and materials.	
S-082D	Encroachment Permit Inspection (large) (If engineering plans required for street excavation)	Time and materials. One hour minimum. \$300 + \$1,000 initial deposit charged at time and materials. Non-notification for inspection: \$100 plus time and materials.	
S-082E	Encroachment Permit Inspection (utilities)	Time and materials. One hour minimum. \$300 + \$1,000 initial deposit charged at time and materials. Non-notification for inspection: \$100 plus time and materials.	

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 22 of 24

S-083	Flood Control District Encroachment	<u>Construction Permit Review</u> - Time and materials. \$400 initial deposit. <u>Inspections</u> - Time and materials. Initial deposit is the larger of \$1,000 or 10% of project valuation. <u>Temporary Right of Entry</u> - Time and materials. \$400 initial deposit. <u>Non-inspection Notification for Permitted Work</u> - \$100 plus actual cost of inspection.	
S-084A	Drainage Permit Application	Time and materials against initial deposit determined by staff. \$100 minimum.	
S-084B	Drainage Permit Inspection	Time and materials against initial deposit determined by staff. \$100 minimum.	
S-085A	Miscellaneous Road Permit Application (house move)	Time and materials. \$500 initial deposit.	
S-085B	Miscellaneous Road Permit Application (house move inspection)	Time and materials. \$500 initial deposit.	
S-085C	Miscellaneous Road Permit Application (extra-legal load)	Permit fee set by State. Premium billing service \$100 per year plus \$100 security deposit.	
S-085D	Miscellaneous Road Permit Application (temporary road closure - construction)	For-profit applicant	\$300.00
		Not-for-profit applicant	\$35.00
S-085E	Miscellaneous Road Permit Application (temporary road closure - special events)	For-profit applicant	\$300.00
		Not-for-profit applicant	\$35.00
S-085F	Miscellaneous Road Permit Application (extension/modification)	\$125 per extension/modification.	
S-085G	Road Acceptance Plan Review	Same as S-072, S-073, S-074A, S-075 as applicable. Time and materials.	
S-085H	Road Acceptance Inspection	Same as S-077, S-078, or S-080A as applicable. Time and materials.	

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 23 of 24

S-086	Street Vacation Review	<p><u>If an in-use area:</u> Actual time spent at County's fully burdened hourly rates charged against a \$1,700 deposit.</p> <p><u>If an unused area:</u> Actual time spent at County's fully burdened hourly rates charged against a \$900 deposit. Additional mapping fee if map is required, as follows:</p> <p><u>If map exists:</u> Actual time spent at County's fully burdened hourly rates charged against a \$1,000 deposit.</p> <p><u>If no map exists:</u> Time and materials against a \$2,700 deposit.</p>
S-086A	Floodplain Management Compliance	\$30 per parcel.
S-086B	Flood Zone/Base Flood Elevation Determination	<p><u>Flood Zone Determination:</u> \$50 per lot, \$300 maximum for a group of adjacent lots. If site visit required: \$250 plus \$50 per lot; \$550 maximum for a group of adjacent lots.</p> <p><u>Base Flood Elevation:</u> Time and materials, initial deposit determined by staff based upon complexity of project.</p>
S-086C	Floodplain Management Permit Application	\$325 per application. Time and materials.
S-086D	Floodplain Elevation Certification	\$200 per lot.
S-086E	Floodplain Map Revision/Amendment	Floodplain Map Amendment: \$500. Base map revision, \$35 per lot. Time and materials.
S-087	Assessment District Bond Segregation	<p>Segregation initiated by owner or County: \$1,000 + \$30 per lot.</p> <p>Segregation initiated by developer's engineer: time and materials. \$200 initial deposit. \$100 minimum.</p>
S-088	Certificate of Correction	Time and materials. \$500.00 initial deposit.
S-088A	Adopt-a-Road	\$500 per application.
S-088B	Adopt-a-Park	\$250 per application.

LAND DEVELOPMENT FEE SCHEDULE

ADOPTED DECEMBER 18, 2018

Page 24 of 24

S-088C	Road Name Change (public road)	\$200 plus \$200 installation charge for first intersection, \$50 per intersection thereafter.
S-088D	Corner Record Check	Fee same as fee for recording a document at the Recorder's Office.
S-088F	Base Map Revision	\$25 per lot. This fee is waived if the parcel maps or final maps are submitted on computer disk.
S-088H	Amended Map Revision	Time and materials plus base map revision fee of \$25 per lot for altered lots. \$1,000 initial deposit.
S-088I	Records Information Research/ Survey Assistance	<u>Retrieval/Research fee:</u> \$60 per hour, \$15 minimum. Photocopy charges at published rates. <u>Documents requested to be certified have an additional charge:</u> <u>First page:</u> \$4.50 <u>Add'l pages:</u> \$1.00 each
S-088J	Subpoena Services	Evidence reproduction: \$60 per hour, \$15 minimum. Witness summons: Time and materials plus mileage, \$150 deposit.
S-088L	Computer Map and Data Requests	Prices to be set using time and materials, including the cost of data development.

Cost Analysis of Amendments to the Land Development Fee Schedule

December 18, 2018

The Contra Costa County Department of Conservation and Development (DCD) proposes amendments to the Land Development Fee Schedule that revises two existing fees and adds two new fees as shown on the tables below:

Revisions to Land Development Fee Schedule

Fee Schedule Code	Fee Name	Fee
S-IH1	FOR SALE HOUSING IN-LIEU FEE	\$6,600.06 per market rate unit. Fee equals 12% of total number of units in the development times \$0 plus 3% of total number of units in the development times \$220,002; i.e., $((0.12 \times \text{total units}) \times 0) + ((0.03 \times \text{total units}) \times 220,002)$.
S-IH2	RENTAL HOUSING IN-LIEU FEE	\$24,200.55 per market rate unit. Fee equals 12% of total number of units in the development times \$130,350 plus 3% of total number of units in the development times \$285,285; i.e., $[((0.12 \times \text{total units}) \times (\$2,376)) + ((0.03 \times \text{total units}) \times (\$5,184))] \times (55 \text{ years})$.

Additions to Land Development Fee Schedule

Fee Schedule Code	Fee Name	Fee
S-060N	Cannabis Letter of Intent Review	\$500 Fee
S-060P	Cannabis Proposal Review	\$2,500 Fee

Cost Analysis of Revisions to Inclusionary Housing Ordinance In-lieu Fees

The County's Inclusionary Housing Ordinance allows for the payment of fees in-lieu of providing some or all of the inclusionary units required in new residential development. The in-lieu fees are established in accordance with Section 822-4.404 of the County Ordinance Code.

The fee that is paid in lieu of some or all rental inclusionary units is the equivalent to the difference over a 55-year period between the average rent, as determined by the County, of a two-bedroom, one-and-a-half-bathroom apartment in the County and the annual affordable rent for a targeted household. For rental residential developments, 12 percent of the units must be affordable to lower income households and 3 percent to very-low income households. According to the American Community Survey, the current median rental rate is \$1,506. The rent affordable to lower and very-low income households is derived from income thresholds and formulas promulgated by the U.S. Department of Housing and Urban Development (HUD).

The fee that is paid in lieu of some or all for-sale inclusionary units is the equivalent to the difference between the affordable sales price for a targeted household and the median price, as determined by the County, of all single-family home sales in the County within the previous twelve months. For for-sale residential developments, 12 percent of the units must be affordable to moderate income households and 3 percent to lower income households. According to CoreLogic, the current median home price is \$560,000. The home sales price affordable to lower and moderate income households is derived income thresholds promulgated by HUD. Currently, the home price that is affordable to a moderate income household is greater than the median home price in the County. You will note that the for-sale housing in-lieu fee is lower than the rental housing in-lieu fee because the target population for rental housing is at a much lower income level than for-sale housing.

Cost Analysis for Addition of New Cannabis Ordinance RFP Processing Fees

In accordance with the County Cannabis Ordinance (Chapter 88-28 of the County Ordinance Code), the Board of Supervisors has approved a preliminary selection process for specific commercial cannabis land use permit applications. The process includes prospective applicants responding to a Request for Proposal (RFP) by submitting a Letter of Intent followed by a Proposal. Both the Letter of Intent and the Proposal will be reviewed by the Department of Conservation and Development, and the Proposal will be evaluated and scored. The Department will then provide the scoring results to the Board for final selection of potential applications.

The proposed new fees are necessary to cover the staff cost for review of the Letters of Intent and for review and scoring of the Proposals. Department staff estimates that processing and review the Letters of Intent will take three staff hours, based on past Department practice with similar submittals, such as a Minor Condition Compliance Review. Department staff estimates that processing, review, and scoring the Proposals will take thirteen staff hours, based on Department practice with similar submittals that require committee review and a public hearing before the Board of Supervisors. The current fully-burdened hourly rate for Department staff that will review and process the Letters of Intent and Proposals is \$193 per hour. The current fully burdened hourly rate includes salary, benefits, insurance, and overhead. Any cost of providing the service that exceeds the proposed fee will be absorbed by the Land Development Fund. The proposed fees are calculated in the table below.

Proposed New Cannabis Ordinance RFP Processing Fees

Staff Review of Letter of Intent: 3 hours @ \$193/hour	\$500 per Letter of Intent
Staff Review and Scoring of Proposal: 13 hours @ \$193/hour	\$2,500 per Proposal



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: Release of Capital Reserves and Change Order Hensel Phelps Construction Co.

RECOMMENDATION(S):

APPROVE appropriation adjustment 5038 in the amount of \$30,000,000, and AUTHORIZE the Auditor-Controller to reduce the General Fund Capital Reserves by that amount and transfer those funds to Capital Projects for the new Administration Building and the Emergency Operations Center/Public Safety Building.

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a change order not to exceed \$3,500,000 to the contract with Hensel Phelps Construction Co., a Delaware General Partnership, increasing the payment limit to \$103,613,000, for the design and construction of a new County Administration Building and a new Emergency Operations Center (EOC) and Public Safety Building.

FISCAL IMPACT:

100% County General Fund.

BACKGROUND:

The County Administrator is recommending that the Board authorize the Auditor-Controller to reduce the General Fund Capital Reserve Designation by \$30,000,000 and transfer those funds to Capital Projects to complete the new Administration Building and Emergency Operations Center/Public Safety Building projects. Now that

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Jami Napier, Deputy

Contact: Eric Angstadt
925.335.1009

BACKGROUND: (CONT'D)

both projects are advanced to the stage of complete design and have finished the majority of the sub-surface construction we can project the total project cost to construct, furnish and finish both buildings.

The total project costs, assuming the change order discussed today is approved are as follows:

Construction \$103,613,000
Design \$5,175,000
Construction Management \$6,000,000
Furniture \$3,200,000
AV/IT \$3,000,000
County Fees/Inspections \$2,700,000
Special Testing/Inspections \$850,000

Total for both buildings \$124,538,000

In addition we have also completed ancillary projects to support the new Administration Building by rebuilding and expanding the parking lot at 651 Pine Street, installing solar panels that will provided at least 90% of the electricity at the new Admin Building and restoring the Morrow House for use as County offices during the construction period.

Total for ancillary projects \$5,630,000

That brings the total project cost to \$130,168,000.

The proposed action in effect 'budgets' \$30,000,000 of on-time reserves in the current year fiscal budget. Appropriation of these funds requires a four-fifths vote of the Board of Supervisors. The County Administrator is also recommending approval of a change order to cover the expenses generated by several unforeseen conditions and delays the project has encountered as sub-surface construction commenced.

The largest cost component of this change order is the removal of an abandoned petroleum pipe, an underground storage tank and associated contaminated soil discovered under the site as excavation and pile drilling commenced. There are both direct costs for the work in removing the pipe, tank and soil and costs to the overall project budget due to the scheduled delays caused by the extra work. Finally, in working with the City of Martinez to design a new street connection to replace Pine Street and replace the storm drain under the existing Pine Street several design changes were required. These included adding a new storm drain system under the new street, changing the alignment of the originally proposed storm drain replacement system for the existing Pine Street and modifying both systems to eliminate conflicts with the actual locations of utilities discovered as part of the sub-surface work.

The original substantial completion date in the original contract was March 26, 2020. The issues discussed earlier could have resulted in project delays of up to six months. The entire project team, Hensel Phelps, Vanir Construction management and County staff, worked to reschedule other work, sequence work and shift some construction sequencing to minimize the project delays to only five weeks. Those efforts to keep the delays to the minimum possible yield a new substantial completion date of April 30, 2020.

In addition, this change order covers a proposed change to the additional parking deck planned at the

Martinez Detention Facility (MDF) parking lot. The original plan was for the deck to be accessed from two entrances off of Willow Street. Residents of the City of Martinez, especially a group of neighbors along that block of Willow Street, object to that design. Staff met with the neighbors and agreed to consider a design that would use a ramp to the deck located within the existing parking lot area next to MDF. The cost to construct a ramp would increase the cost of the parking structure by \$500,000. Staff recommends the Board approve the change, and the cost is included as part of this change order request. The ramp would allow the preservation of more trees along Willow Street which screen the MDF from the neighbors, although it will require the removal of other trees internal to the MDF parking area. The ramp would also allow the additional parking to be accessed without having to exit the parking area and drive on Willow Street, thereby reducing the traffic on Willow Street, which was a particular concern for the Willow Street residents.

CLERK'S ADDENDUM

Speakers: Signe Curtis, resident of Martinez; Eileen Jones, resident of Martinez; David Jones, resident of Martinez.

AGENDA ATTACHMENTS

Appropriation Adjustment 5038

MINUTES ATTACHMENTS

Signed Appropriation Adj 5038

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT /
ALLOCATION ADJUSTMENT
T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Plant Acquisition-General Fund (0111)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4401	4140	001-5 Year Capital Facility Plan			30,000,000 00
0990	6301	Reserve for Contingencies	30,000,000	00	
0990	6301	Appropriable New Revenue			30,000,000 00
TOTALS			30,000,000	00	60,000,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 12/7/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:


NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST: Pursuant to Board direction of 12-18-18

\$21,000,000 for new County Administration Building, And \$9,000,000

for Emergency Operation Center.

 Chief Assistant 12/7/18
SIGNATURE TITLE DATE
County Administrator
APPROPRIATION APOO 5038
ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C 24

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT :			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
0005	8981	Fund Balance Available	30,000,000	00	
TOTALS			30,000,000	00	

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 12/7/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

BY: _____ DATE _____

EXPLANATION OF REQUEST:

To increase General Fund appropriations for capital projects.

 Assistant County Admin 12/7/18
SIGNATURE TITLE DATE

REVENUE ADJ. RAOO 5038
JOURNAL NO.

CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT /
ALLOCATION ADJUSTMENT
T/C 27

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Plant Acquisition-General Fund (0111)			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4401	4140	001-5 Year Capital Facility Plan			30,000,000 00
0990	6301	Reserve for Contingencies	30,000,000	00	
0990	6301	Appropriable New Revenue			30,000,000 00
TOTALS			30,000,000	00	60,000,000 00

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 12/7/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES: Gioia, Andersen, Burgis, Mitchoff, Glover


NO: None

BY:  DATE 12-18-18

EXPLANATION OF REQUEST: Pursuant to Board direction of 12-18-18

\$21,000,000 for new County Administration Building, And \$9,000,000

for Emergency Operation Center.

 Chief Assistant 12/7/18
SIGNATURE TITLE DATE

APPROPRIATION APOO 5038

ADJ. JOURNAL NO.

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C 24

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- ☒ BOARD OF SUPERVISORS
☐ COUNTY ADMINISTRATOR
☐ AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT :		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
0005	8981	Fund Balance Available	30,000,000 00	
TOTALS			30,000,000 00	

APPROVED

AUDITOR-CONTROLLER:

BY:  DATE 12/7/18

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES: Gioia, Andersen, Burgis, Mitchoff, Glover

NO: None

EXPLANATION OF REQUEST:

To Increase General Fund appropriations for capital projects.

 ASSISTANT COUNTY ADMINISTRATOR 12/7/18
 SIGNATURE TITLE DATE

REVENUE ADJ. RAOO 5038
 JOURNAL NO.

BY:  DATE 12-18-18



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: EXECUTE Grant of Abutter's Rights of Access to convey the Abutter's Rights of Access to BART, Pleasant Hill area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute on behalf of the County the Grant of Abutter's Rights of Access, to convey the abutters rights described therein to the San Francisco Bay Area Rapid Transit District (BART), in exchange for BART's relinquishment of its abutter's rights described in the attached Relinquishment of Abutter's Rights of Access, all within portions of Assessor's Parcel No. 148-221-040 abutting Jones Road in Pleasant Hill, pursuant to Streets & Highways Code 960.

DETERMINE that the abutter's rights described in the attached Grant of Abutter's Rights of Access were acquired by Contra Costa County for county highway purposes and are no longer necessary for those purposes.

ACCEPT the Relinquishment of Abutter's Rights of Access from BART.

DIRECT the Real Estate Division of the Public Works Department to cause said Grant of Abutter's Rights of Access to be delivered to BART for its acceptance and recording in the Office of the County Clerk-Recorder and;

DIRECT the Real Estate Division of the Public Works Department to cause the Relinquishment of Abutter's Rights of Access, along with a

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Scarlett Torres (925)
957-2466

cc: Craig Standafer-Flood Control, Auditor-Controller

RECOMMENDATION(S): (CONT'D)

certified copy of this Board Order, to be recorded in the office of the County Clerk-Recorder. (Project No.: WL72RP)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

BART is the underlying fee owner of Lot 1 identified as Assessor's Parcel Number 148-221-040 along Jones Road within Subdivision 8950. Avalon Partners has a long term lease with BART and is the developer of a 200-unit apartment complex on Lot 1. The project was originally approved as part of the Pleasant Hill BART Specific Plan. The Environmental Impact Report was adopted on October 6, 1998 by Contra Costa County – State Clearing House No. 96-062041. The original Abutter's Rights relinquishment was a requirement of Condition of Approval number 69 of Subdivision 8950.

The developer must relocate the 50' Abutter's Rights along Jones Road approximately 12 feet to the south to accommodate a revised driveway location. To accomplish this relocation, BART will relinquish the Abutter's Rights they now have along Jones Road in exchange for the County to grant an Abutter's Rights of Access at the revised location.

CONSEQUENCE OF NEGATIVE ACTION:

The Property Owner will not obtain the new rights necessary to legally access the existing roadway.

AGENDA ATTACHMENTS

Grant of Abutter's Rights

Relinquishment of Abutter's Rights

MINUTES ATTACHMENTS

Signed Grant of Abutters Rights

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

San Francisco Bay Area Rapid Transit District
300 Lakeside Drive, 22nd Floor
Oakland, CA 94612
Attention: Real Estate Department

No fee for recording pursuant to
Government Code Section 27383

(Space above this line for Recorder's use)

Grant of Abutter's Rights of Access to Jones Road

Lot 1, Subdivision 8950 (508 M 4)

A.P.N. 148-221-040

RECITALS

- A. SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT, a rapid transit district established under Public Utilities Code Sections 28500 et seq. ("**SFBARTD**") is the owner of certain the real property in the County of Contra Costa, State of California, described as Lot 1 as shown on that certain map entitled, "Subdivision 8950" filed for record in the Official Records on July 25, 2008 in Book 508 of Maps at Pages 4 through 19 inclusive (the "**Property**").
- B. The COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**") is the owner of that certain public right-of-way located in Contra Costa County commonly known as Jones Road.
- C. Pursuant to that certain map entitled, "Subdivision 8950" filed for record in the Official Records on July 25, 2008 in Book 508 of Maps at Pages 4 through 19 (the "**Subdivision Map**"), the Property retained abutter's rights of access to Jones Road over a 50' wide access point as more particularly shown on the Subdivision Map.
- D. SFBARTD and the County have agreed to relocate the access point for the Property's appurtenant abutter's rights of access to and from Jones Road.
- E. For the purposes aforesaid, SFBARTD executed a Relinquishment of Abutter's Rights of Access to Jones Road, relinquishing its abutter's rights as shown on the Subdivision Map (the "**Relinquishment**"), and the County has agreed to grant abutter's rights to and from Jones Road appurtenant to the Property, at the relocated access point as more specifically set forth below.

NOW, THEREFORE, IN CONSIDERATION of the mutual promises, for the purposes aforesaid, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. County hereby grants to SFBARTD abutter's rights of access to and from Jones Road appurtenant to the Property, upon, over and across the line more particularly described in Exhibit A attached hereto and incorporated herein by reference, and as shown on the plat map attached hereto as Exhibit B and incorporated herein by reference.
2. This conveyance is made for the purpose of providing abutter's rights of access to and from Jones Road appurtenant to the Property upon, over and across the described access point, and said abutter's rights shall be appurtenant to and for the benefit of the Property, and shall run with the Property.

CONTRA COSTA COUNTY

Dated _____

By _____
Karen Mitchoff
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

**Abutter's Rights of Access to Jones Road
Lot 1, Subdivision 8950 (508 M 4)
A.P.N. 148-221-040**

EXHIBIT "A"

The County of Contra Costa does hereby grant to SFBARTD the right of ingress and egress from LOT 1, as shown on that certain Map entitled "SUBDIVISION 8950", filed July 25, 2008 in Book 508 of Maps, at Pages 4 to 19, inclusive, Official Records of Contra Costa County, to Jones Road as shown on said Map, upon, over, and across the following described line:

COMMENCING at the Southerly terminus of that course described as "North 08°44'37" East, 240.15" in said parcel; thence along said course, North 08°44'37" East, 96.56 feet to the POINT OF BEGINNING; thence continuing along said course, North 08°44'37" East, 50.00 feet.

END OF DESCRIPTION

A plat map, EXHIBIT "B" is attached hereto and made a part hereof.

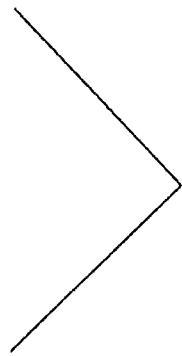
Prepared by Luk and Associates



Jacqueline Luk, PLS 8934

Date: November 29, 2018

This real property description has been prepared by me or under my direction in conformance with the Professional Land Surveyors Act.



LOT 6
SUBD. 8950
508 M 4

LOT 9 SUBD. 8950
508 M 4

N45°52'17"E

50' WIDE ABUTTER'S RIGHTS
OF ACCESS TO JONES ROAD

LOT 1
SUBD. 8950
508 M 4

COGGINS
DRIVE

N44°07'43"W 89.49'

LOT 8
SUBD. 8950
508 M 4

N89°55'52"W 239.56'

ANTHONY DR

$\Delta=81^{\circ}19'31''$
 $R=5.00'$
 $L=7.10'$

S81°15'23"E(R)

$\Delta=51^{\circ}11'42''$
 $R=100.00'$
 $L=90.23'$

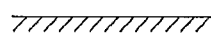
N42°57'05"W
35.68'

240.15'

JONES ROAD

N08°44'37"E
96.56'

50.00'



RELINQUISHMENT OF
ABUTTER'S ACCESS RIGHTS


JACQUELINE LUK, LS 8934



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

EXHIBIT "B" ABUTTER'S RIGHTS TO JONES ROAD

PLAT TO ACCOMPANY LEGAL DESCRIPTION
CONTRA COSTA COUNTY — CALIFORNIA
MAY 2017 SCALE: 1"=100'

SHEET 1 OF 1

PLOT DATE: MAY 13, 2017

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Contra Costa County
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Real Estate Division

No fee for recording pursuant to
Government Code Section 27383

(Space above this line for Recorder's use)

Relinquishment of Abutter's Rights of Access to Jones Road
Lot 1, Subdivision 8950 (508 M 4)
A.P.N. 148-221-040

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT, a rapid transit district established under Public Utilities Code Sections 28500 et seq. ("**SFBARTD**"), being the owner of the real property in the County of Contra Costa, State of California, described as Lot 1 as shown on that certain map entitled, "Subdivision 8950" filed for record in the Official Records on July 25, 2008 in Book 508 of Maps at Pages 4 through 19 inclusive (the "**Property**"), does hereby release and relinquish to the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**"), any and all abutter's rights of access to Jones Road appurtenant to the Property, as more particularly described in Exhibit A attached hereto and incorporated herein by reference, and as shown on the plat map attached hereto as Exhibit B and incorporated herein by reference.

This conveyance is made for the purpose of relinquishing rights to the current access point on the Property to Jones Road, and SFBARTD shall have no access thereto, except as may subsequently be granted to SFBARTD pursuant to separate Grant of Abutter's Rights of Access to Jones Road from the County, which shall be recorded in the Official Records of Contra Costa County.

Dated: _____, 2018

SAN FRANCISCO BAY AREA
RAPID TRANSIT DISTRICT,
a rapid transit district

By: _____
Sean Brooks,
Department Manager, Real Estate and
Property Development Department

STATE OF CALIFORNIA)
)
COUNTY OF _____)

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

Name: _____, Notary Public
Commission No.: _____
Expires: _____

[Relinquishment of Abutter's Rights- Acknowledgement]

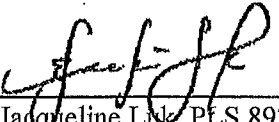
**Relinquishment of Abutter's Rights of Access to Jones Road
Lot 1, Subdivision 8950 (508 M 4)
A.P.N. 148-221-040**

EXHIBIT "A"

SFBARTD does hereby release and quitclaim to The County of Contra Costa the 50.00 foot wide access rights along the Easterly line of LOT 1 to Jones Road, as said access rights, said LOT 1, and said Jones Road are shown on that certain Map entitled "SUBDIVISION 8950", filed July 25, 2008 in Book 508 of Maps, at Pages 4 to 19, inclusive, Official Records of Contra Costa County.

A plat map, EXHIBIT "B" is attached hereto and made a part hereof.

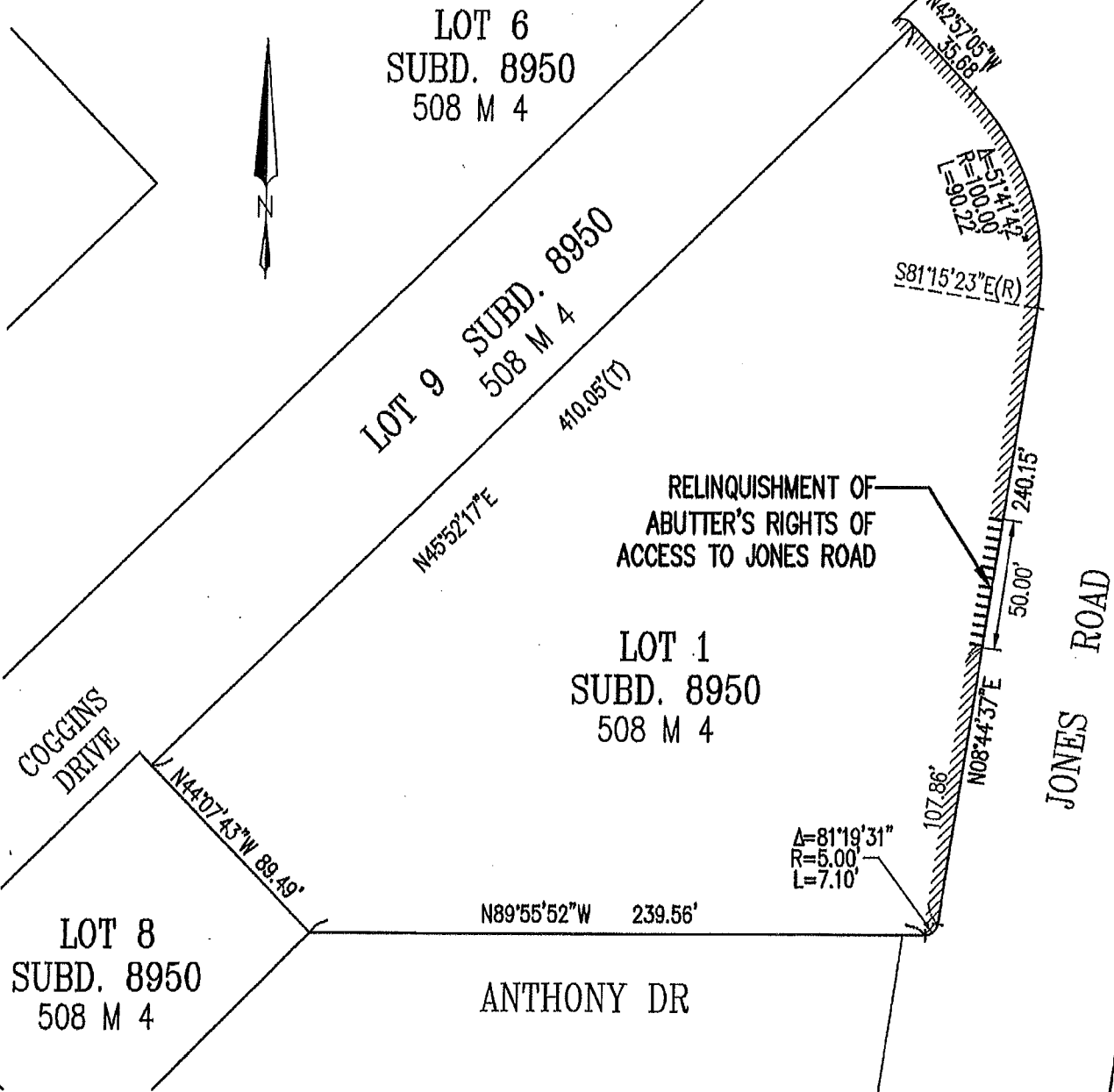
Prepared by Luk and Associates



Jacqueline Luk, PLS 8934

Date: November 29, 2018





RELINQUISHMENT OF ABUTTER'S ACCESS RIGHTS PER 508 M 4

TTTTTTTTTTTTTTTT CURRENT RELINQUISHMENT

EXHIBIT "B"
RELINQUISHMENT OF
ABUTTERS' RIGHTS
TO JONES ROAD

PLAT TO ACCOMPANY LEGAL DESCRIPTION
 CONTRA COSTA COUNTY - CALIFORNIA
 AUGUST 2018 SCALE: 1"=100'

SHEET 1 OF 1

PLOT DATE: AUG. 16, 2018



Jacqueline Luk
 JACQUELINE LUK, LS 8934

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

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

San Francisco Bay Area Rapid Transit District
300 Lakeside Drive, 22nd Floor
Oakland, CA 94612
Attention: Real Estate Department

No fee for recording pursuant to
Government Code Section 27383

(Space above this line for Recorder's use)

Grant of Abutter's Rights of Access to Jones Road
Lot 1, Subdivision 8950 (508 M 4)
A.P.N. 148-221-040

RECITALS

- A. SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT, a rapid transit district established under Public Utilities Code Sections 28500 et seq. ("**SFBARTD**") is the owner of certain the real property in the County of Contra Costa, State of California, described as Lot 1 as shown on that certain map entitled, "Subdivision 8950" filed for record in the Official Records on July 25, 2008 in Book 508 of Maps at Pages 4 through 19 inclusive (the "**Property**").
- B. The COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**") is the owner of that certain public right-of-way located in Contra Costa County commonly known as Jones Road.
- C. Pursuant to that certain map entitled, "Subdivision 8950" filed for record in the Official Records on July 25, 2008 in Book 508 of Maps at Pages 4 through 19 (the "**Subdivision Map**"), the Property retained abutter's rights of access to Jones Road over a 50' wide access point as more particularly shown on the Subdivsion Map.
- D. SFBARTD and the County have agreed to relocate the access point for the Property's appurtenant abutter's rights of access to and from Jones Road.
- E. For the purposes aforesaid, SFBARTD executed a Relinquishment of Abutter's Rights of Access to Jones Road, relinquishing its abutter's rights as shown on the Subdivision Map (the "**Relinquishment**"), and the County has agreed to grant abutter's rights to and from Jones Road appurtenant to the Property, at the relocated access point as more specifically set forth below.

NOW, THEREFORE, IN CONSIDERATION of the mutual promises, for the purposes aforesaid, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. County hereby grants to SFBARTD abutter's rights of access to and from Jones Road appurtenant to the Property, upon, over and across the line more particularly described in Exhibit A attached hereto and incorporated herein by reference, and as shown on the plat map attached hereto as Exhibit B and incorporated herein by reference.
2. This conveyance is made for the purpose of providing abutter's rights of access to and from Jones Road appurtenant to the Property upon, over and across the described access point, and said abutter's rights shall be appurtenant to and for the benefit of the Property, and shall run with the Property.

CONTRA COSTA COUNTY

Dated 12-18-18

By Karen Mitchoff
Karen Mitchoff
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 Dec 18 2018 before me, June McHuan Clerk of the Board of Supervisors, Contra Costa County, personally appeared Karen Mitchoff 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: June McHuan

Deputy Clerk

\\PW-DATA\grpdata\realprop\Jones Road- Abutter's Rights\Grant of Abutter's Rights (00814195xA4507) Final.docx

**Abutter's Rights of Access to Jones Road
Lot 1, Subdivision 8950 (508 M 4)
A.P.N. 148-221-040**

EXHIBIT "A"

The County of Contra Costa does hereby grant to SFBARTD the right of ingress and egress from LOT 1, as shown on that certain Map entitled "SUBDIVISION 8950", filed July 25, 2008 in Book 508 of Maps, at Pages 4 to 19, inclusive, Official Records of Contra Costa County, to Jones Road as shown on said Map, upon, over, and across the following described line:

COMMENCING at the Southerly terminus of that course described as "North 08°44'37" East, 240.15" in said parcel; thence along said course, North 08°44'37" East, 96.56 feet to the POINT OF BEGINNING; thence continuing along said course, North 08°44'37" East, 50.00 feet.

END OF DESCRIPTION

A plat map, EXHIBIT "B" is attached hereto and made a part hereof.

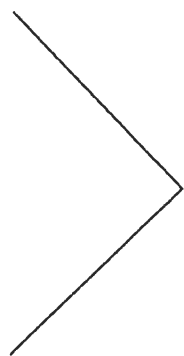
Prepared by Luk and Associates



Jacqueline Luk, PLS 8934

Date: November 29, 2018

This real property description has been prepared by me or under my direction in conformance with the Professional Land Surveyors Act.



LOT 6
SUBD. 8950
508 M 4

LOT 9 SUBD. 8950
508 M 4
410.05'(7)

COGGINS
DRIVE

LOT 8
SUBD. 8950
508 M 4

LOT 1
SUBD. 8950
508 M 4

50' WIDE ABUTTER'S RIGHTS
OF ACCESS TO JONES ROAD

N89°55'52"W 239.56'

ANTHONY DR

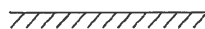
N42°57'05"W
35.68'
R=100.00'
L=90.22'
S81°15'23"E(R)

240.15'

JONES
ROAD

N08°44'37"E
96.56'

Δ=81°19'31"
R=5.00'
L=7.10'



RELINQUISHMENT OF
ABUTTER'S ACCESS RIGHTS


JACQUELINE LUK, LS 8934



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

EXHIBIT "B" ABUTTER'S RIGHTS TO JONES ROAD

PLAT TO ACCOMPANY LEGAL DESCRIPTION
CONTRA COSTA COUNTY — CALIFORNIA
MAY 2017 SCALE: 1"=100'

SHEET 1 OF 1



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: APPROVE the conveyance of road right of way to the State of California, Dept. of Transportation, in connection to the widening of SR4, Discovery Bay.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the conveyance of road right of way constructed as part of State Route 4 (SR4) in the Discovery Bay area to the State of California, Department of Transportation (State), identified in Exhibit "A", of the Quitclaim Deed (State Parcel No. 62017-1, -2, -3) attached hereto pursuant to Government Code Section 25526.6

FIND that the transaction between the County and the State, is pursuant to the Streets and Highways Code, Article 2 Section 83 and is statutorily exempt from CEQA.

DETERMINE said property rights are no longer needed for County purposes, but are required by the State for highway purposes;

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

DIRECT the Real Estate Division of the Public Works Department to cause said Quitclaim Deed to be delivered to the State for acceptance and recording in the Office of the County Clerk-Recorder.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

Contact: Olivia Reynolds-Freeman
925. 957-2462

By: June McHuen, Deputy

cc:

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Dedications were required from various parcels for road widening along the north side of SR4 in connection to developments between 1988 and 1997, in unincorporated area of the County, Discovery Bay. The State requires said dedicated portions and is now requesting that the County transfer them by application of Section 83 of the Streets and Highways Code as specified in the attached letter dated October 24, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be compliant with requirements under Section 83 of the Street and Highways Code.

AGENDA ATTACHMENTS

Quitclaim Deed

State DOT Notice

MINUTES ATTACHMENTS

Signed Quitclaim Deed

RECORDING REQUESTED BY
STATE OF CALIFORNIA

WHEN RECORDED RETURN TO
DEPARTMENT OF TRANSPORTATION
PO BOX 23440, MS-11A
OAKLAND, CA 94623-0440
Attn: R/W Records Department

Space above this line for Recorder's Use

QUITCLAIM DEED

District	County	Route	Postmile	Number
04	CC	4	44.9- 47.4	62017-1 62017-2 62017-3

Contra Costa County,

hereinafter called GRANTOR, hereby releases and quitclaims to the State of California, Department of Transportation, hereinafter called STATE, without any demand for monetary or other consideration, all that real property in unincorporated area, County of Contra Costa, State of California, described as follows:

See Exhibit "A", attached.

Transfer Tax Not Applicable: R & T Code 11922

STATE BUSINESS: Free

This is to certify that this document is presented for recordation by the State of California under Government Code 27383 and is necessary to complete the chain of title of the State to property acquired by the State of California.

DISTRICT DIRECTOR

BY

MARK L. WEAVER
Deputy District Director
Right of Way and Land Surveys

Number
62017-1
62017-2
62017-3

It is understood that the present intention of the State of California is to construct and maintain a public highway on the lands hereinabove described, and the undersigned hereby waives any claim for any and all damages to the remaining property of which the above-described parcel is a part, by reason of the location, construction, landscaping or maintenance of said highway.

Dated: _____

Contra Costa County

Karen Mitchoff,
Chair, Board of Supervisors

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

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

On _____, before me, _____,
Deputy 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 _____ (Seal)
Deputy Clerk

Number
62017-1
62017-2
62017-3

This is to certify that the State of California, acting by and through the Department of Transportation (according to Section 27281 of the Government Code), accepts for public purposes the real property described in this deed and consents to its recordation.

Dated _____

LAURIE BERMAN
Director of Transportation

By _____
MARK L. WEAVER, Attorney in Fact
Deputy District Director
Right of Way and Land Surveys

ACKNOWLEDGMENT

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

State of California } SS
County of _____

On _____ before me, _____,
Here insert Name and Title of the Officer
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 _____ (Seal)

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

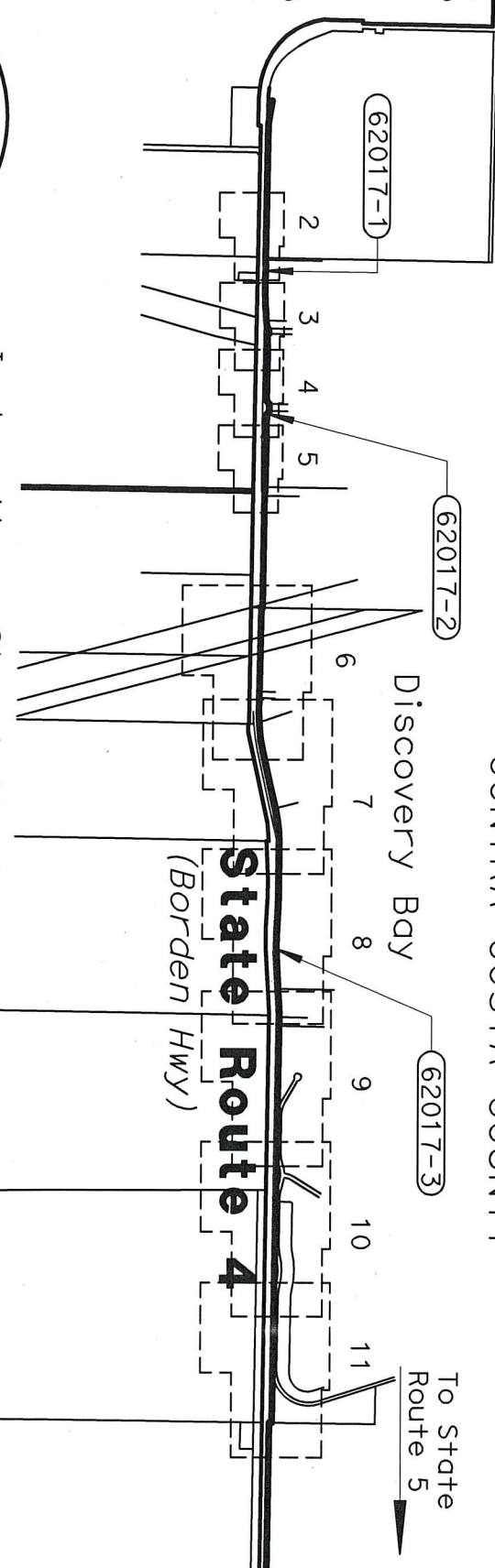
Legend

- Proposed Right of Way with Access Control Ticks
- Proposed Right of Way
- Existing Right of Way
- Existing Right of Way with Access Control Ticks
- Dimension Point
- Access Control Opening Point
- Caltrans Parcel Number

State Route 4

Marsh Creek Rd

State Route 4
(Byron Hwy)



CONTRA COSTA COUNTY

Index Map, Sheet Numbers



NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

RIGHT OF WAY EXHIBIT "A"

62017-1 62017-2 & 62017-3

SCALE: 1" = 2000'



DRAFTED BY	DATE	DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
AL	7-13-2018	4	CC	4		1	11

386 M 45
PARCEL-E

R/W Dedication
392 M 43

392 M 43

62017-1
S&H 83
496 st
S89° 07' 49"E
116.70'

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

(Borden Highway)

State Route 4

LINE DATA TABLE		
#	Bearing	Distance
L1	S89°06'22"E	135.98'
L2	S00°44'04"W	3.62'
L3	N89°07'49"W	136.03'
L4	N01°33'19"E	3.68'

129 PM 23

PARCEL-A

109 PM 37

129 PM 23
PARCEL-A

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

**RIGHT OF WAY
EXHIBIT "A"**

62017-1

FEET 0 50 100 200

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	44-9	2	1

R-10421.4&5

Radial Line Table	
#	Bearing
L25(R)	S03°22'55"E(R)
L26(R)	S04°57'54"E(R)
L27(R)	N04°29'59"W(R)
L28(R)	N02°41'46"W(R)

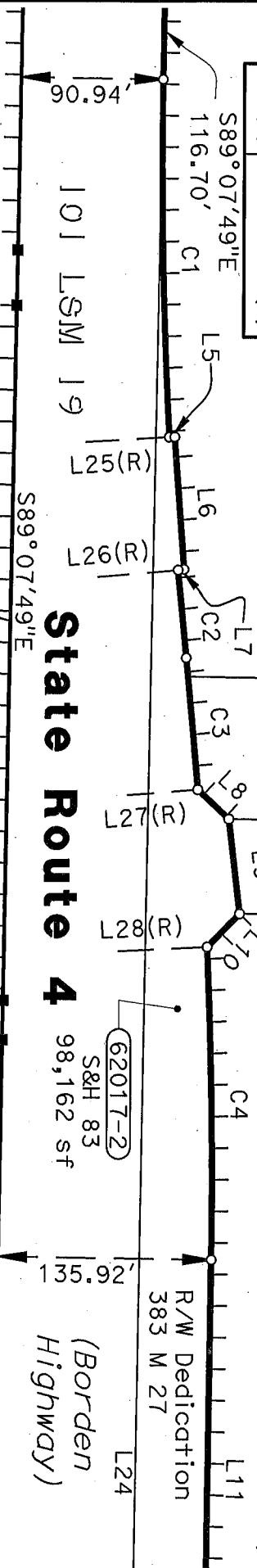
392 M 43

392 M 43
383 M 27

Regatta Dr

383 M 27

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



109 PM 37
PARCEL-A

LINE DATA TABLE		
#	Bearing	Distance
L5	N01°11'56"W	3.62'
L6	N85°46'15"E	84.07'
L7	S07°16'04"E	3.70'
L8	N43°15'17"E	27.26'
L9	N83°21'56"E	60.53'
L10	S45°50'52"E	29.52'
L11	S89°07'34"E	537.25'
L24	N89°04'32"W	1765.44'

PARCEL-B

CURVE DATA TABLE			
#	Radius	Delta	Length
C1	3056.80'	4°15'06"	226.83'
C2	3056.80'	1°02'55"	55.94'
C3	3182.80'	1°30'50"	84.10'
C4	3182.80'	3°34'12"	198.31'

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

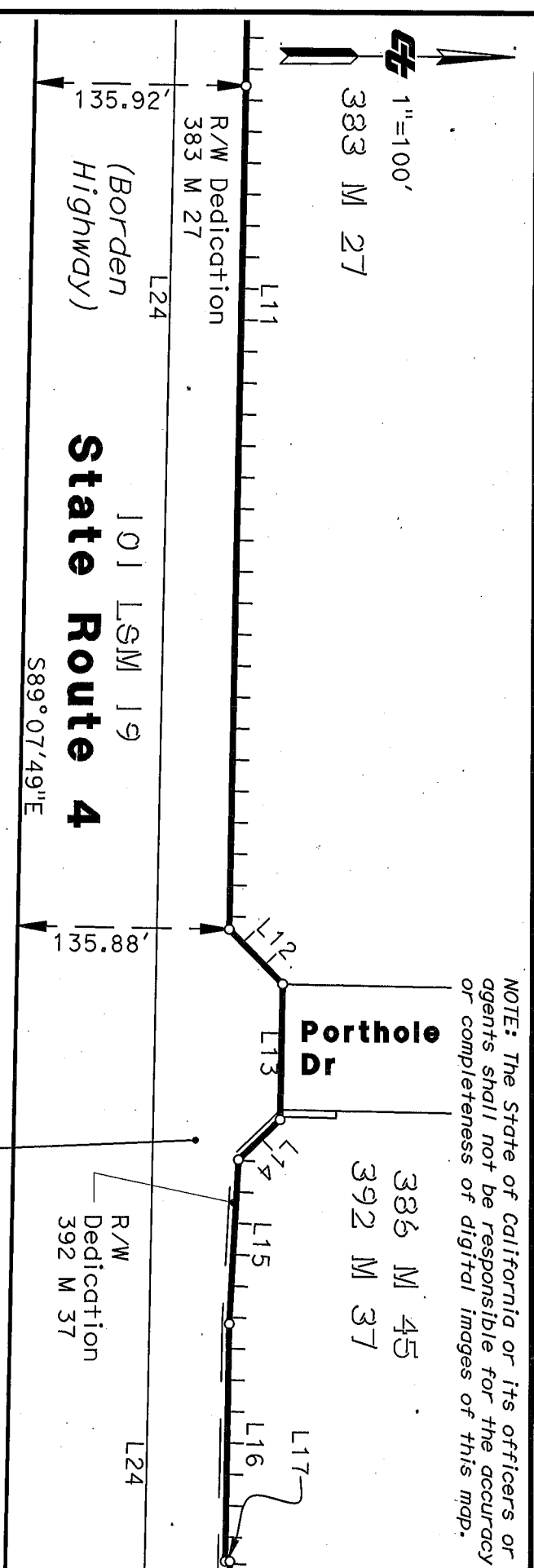
STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"
62017-2



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45-1	3	11

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



N 1/2 SE 1/4
SEC 34
T1N R3E
MDRM

LINE DATA TABLE		
#	Bearing	Distance
L11	S89°07'34"E	537.25'
L12	N45°52'26"E	48.64'
L13	S89°07'38"E	86.29'
L14	S44°07'53"E	36.58'
L15	S86°58'40"E	104.58'
L16	S89°07'53"E	151.23'
L17	N00°52'07"E	3.00'
L24	N89°04'32"W	1765.44'

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

**RIGHT OF WAY
EXHIBIT "A"**

62017-2

FEET 0 50 100 200

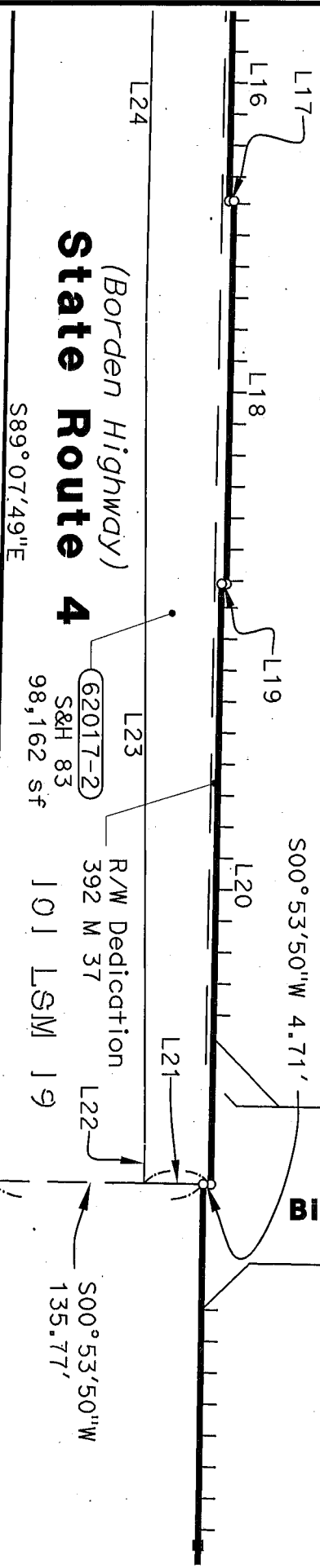
DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.1	4	11

386 M 45

392 M 37

176 PM 14
446 M 43

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



State Route 4
(Borden Highway)

S89°07'49"E

L23
62017-2
S&H 83
98,162 sf
R/W Dedication
392 M 37
101 LSM 19

S00°53'50"W
135.77'

LINE DATA TABLE		
#	Bearing	Distance
L16	S89°07'53"E	151.23'
L17	N00°52'07"E	3.00'
L18	S89°07'53"E	243.48'
L19	S00°52'07"W	3.00'
L20	S89°07'53"E	382.69'

LINE DATA TABLE		
#	Bearing	Distance
L21	S00°53'50"W	42.21'
L22	N89°06'26"W	25.01'
L23	S89°52'52"W	523.36'
L24	N89°04'32"W	1765.44'

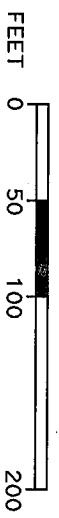
Bixler Rd

45 PM 23
PARCEL-A

N 1/2 SE 1/4
SEC 34
T1N R3E
MDBM

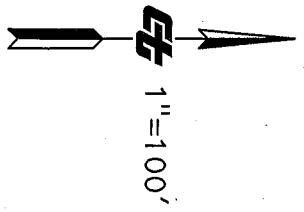
NOTES
Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY
EXHIBIT "A"
62017-2



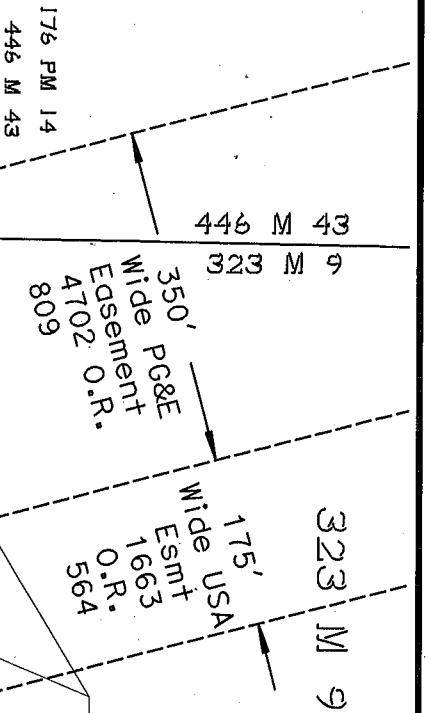
DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.3	5	11

R-10421.5&6



NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

LINE DATA TABLE		
#	Bearing	Distance
L29	S89°33'22"E	135.59'
L30	S00°26'38"W	51.55'



State Route 4 (Borden Highway)

CURVE DATA TABLE			
#	Radius	Delta	Length
C5	1904.88'	13°46'02"	457.71'
C6	1966.87'	13°06'22"	449.92'

PARCEL-B

1"=200'

R-10421.7&8



Newport Dr

PARCEL-C

62017-3
S&H 83
419,984 sf

45 PM 23

NOTES
Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3

FEET 0 100 200 400

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.6	6	11

SW 1/4
NE 1/4
SEC 35
T1N R3E
MDBM

60 LSM 12

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

LINE DATA TABLE		
#	Bearing	Distance
L29	S89°33'22"E	135.59'
L30	S00°26'38"W	51.55'

CURVE DATA TABLE			
#	Radius	Delta	Length
C5	1904.88'	13°46'02"	457.71'
C6	1966.87'	13°06'22"	449.92'

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3

FEET 0 100 200 400

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.9		1

386 M 1

386 M 1

R=1,551.90'
Δ=13°16'23"
L=359.51'

S89°30'29"E
596.70'

S89°12'09"E
532.98'

N77°13'08"E 695.89'

116.61'

State Route 4
(Borden Highway)

62017-3
S&H 83
419,984 sf

60 LSM 12
88 PM 40

337 M 23
PARCEL-B

386 M 1
323 M 9

114.27'

L29

L30

C5

C6

60 LSM 12

45 PM 23

SW 1/4
NE 1/4
SEC 35
T1N R3E
MDBM

R-10421.8&9



NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

337 M 23

Discovery Bay Blvd

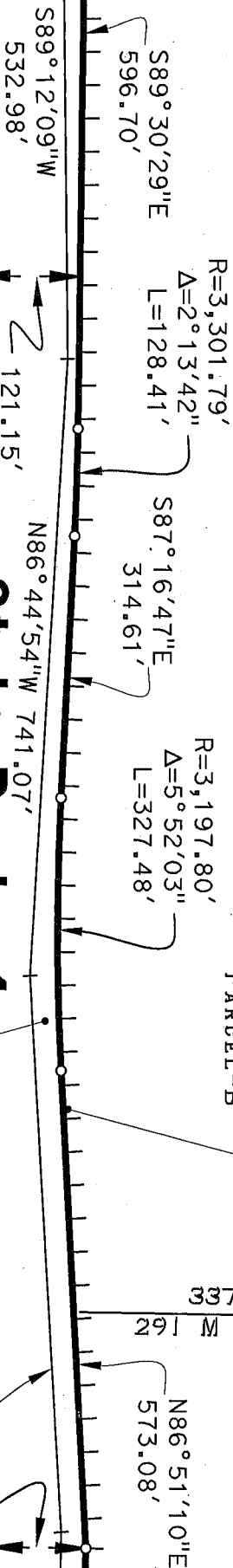
88 PM 40
PARCEL-A

(Borden Highway)

State Route 4

62017-3
S&H 83
419,984 sf

PARCEL-A
PARCEL-B



NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

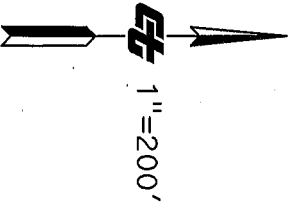
RIGHT OF WAY
EXHIBIT "A"

62017-3

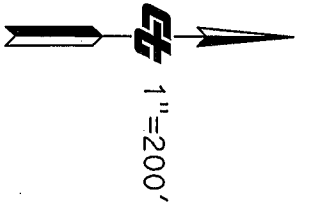
FEET 0 100 200 400

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46.3	8	11

R-10421.10



NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



Discovery Bay Blvd

State Route 4

334 M 39
Wayfarer Ct
Lot J

S89°12'29"E
4,633.18'

N89°12'37"W 4,652.46'
(Borden Highway)

(62017-3)

S&H 83
419,984 sf

88 PM 40
PARCEL-B

112.94'
S86°36'41"W
667.38'

PARCEL-A
PARCEL-B

R-10421.11&12

NOTES

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STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3

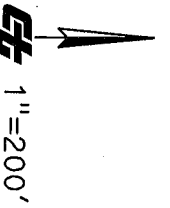
FEET



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46,6	9	11

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

Wayfarer Ct



334 M 39

Cherry Hills Dr

S89°12'29"E

4,633.18'

Wayfarer Dr

337 M 30

Lot E

State Route 4

N89°12'37"W 4,652.46'
(Borden Highway)

Parcel-1
95-194522 O.R.

Parcel-C

88 PM 40
Parcel-C

62017-3
S&H 83
419,984 sf

Parcel-B
Parcel-C

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

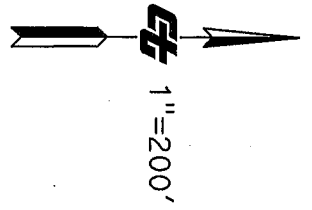
62017-3

FEET



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46.9	10	11

R-10421.12&13



NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

334 M 39

Cherry Hills Dr

S89°12'29"E
4,633.18'

337 M 30

337 M 30
102 LSM 3

SEC 31
T1N R4E
MDBM

S0°44'31"W
29.88'

State Route 4
(Borden Highway) 82.95'

Parcel-C

Parcel-1
95-194522 O.R.

Parcel-1
95-150272 O.R.

62017-3
S&H 83
419,984 sf

38 PM 40
Parcel-C

Parcel-C

Parcel-D

Parcel-D

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3

FEET 0 100 200 400

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	47.4	11	11

DEPARTMENT OF TRANSPORTATION

111 GRAND AVENUE
P. O. BOX 23440
OAKLAND, CA 94623
PHONE (510) 286-5400
FAX (510) 286-5366
TTY (800) 735-2929



*Flex your power!
Be energy efficient!*

October 24, 2018

File: 04-CC-004-PM 44.6-48.3
Proj # 04 0000 0171 (EA 0A8402)
Parcel Number: 62017-1, -2, -3

Contra Costa County
Brain Balbas
Director
Public Works
255 Glacier Drive
Martinez, ca 94553

Dear Mr. Brain Balbas:

State Route 4 in the County of Contra Costa was improved by the State Department of Transportation (Department). The Department has reviewed the project's right of way needs and has identified a portion of right of way under the County of Contra Costa jurisdiction that requires transfer to the State by application of Section 83.

Please accept this letter as the Department's notice of our intention to transfer the real property shown on the attached plat from County of Contra Costa to the State of California. The transaction will be consummated by quitclaim deed at a later date. This letter satisfies the Right of Way Certification requirements.

The State acknowledges that existing public utility facilities may lie within the Section 83 area shown on the attached plat. Said public utility facilities will either be allowed to remain or relocated as part of State's highway project according to Sections 680 or 703 of Streets & Highways Code or relocated according to any utility relocation agreement that may be in effect at the time of relocation.

If you have any questions or need further information, please call Julie McDaniel at (510)-286-5400.

Sincerely,

A handwritten signature in blue ink, appearing to read "Julie McDaniel", written over a horizontal line.

JULIE McDANIEL
District Office Chief,
Local Programs, Utility Relocations and Air Space Leasing

c: R/W Data Management,
Enclosure

RECORDING REQUESTED BY
STATE OF CALIFORNIA

WHEN RECORDED RETURN TO
DEPARTMENT OF TRANSPORTATION
PO BOX 23440, MS-11A
OAKLAND, CA 94623-0440
Attn: R/W Records Department

Space above this line for Recorder's Use

QUITCLAIM DEED

District	County	Route	Postmile	Number
04	CC	4	44.9- 47.4	62017-1
				62017-2
				62017-3

Contra Costa County,

hereinafter called GRANTOR, hereby releases and quitclaims to the State of California, Department of Transportation, hereinafter called STATE, without any demand for monetary or other consideration, all that real property in unincorporated area, County of Contra Costa, State of California, described as follows:

See Exhibit "A", attached.

Transfer Tax Not Applicable: R & T Code 11922

STATE BUSINESS: Free

This is to certify that this document is presented for recordation by the State of California under Government Code 27383 and is necessary to complete the chain of title of the State to property acquired by the State of California.

DISTRICT DIRECTOR

BY

MARK L. WEAVER
Deputy District Director
Right of Way and Land Surveys

Number
62017-1
62017-2
62017-3

It is understood that the present intention of the State of California is to construct and maintain a public highway on the lands hereinabove described, and the undersigned hereby waives any claim for any and all damages to the remaining property of which the above-described parcel is a part, by reason of the location, construction, landscaping or maintenance of said highway.

Dated: 12-18-18

Contra Costa County

Karen Mitchoff

Karen Mitchoff,
Chair, Board of Supervisors

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

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

On Dec 18 2018, before me, Jane McHuen,
Deputy Clerk of the Board of Supervisors, Contra Costa County, personally appeared Karen Mitchoff, 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

Jane McHuen
Deputy Clerk



Number
62017-1
62017-2
62017-3

This is to certify that the State of California, acting by and through the Department of Transportation (according to Section 27281 of the Government Code), accepts for public purposes the real property described in this deed and consents to its recordation.

Dated _____

LAURIE BERMAN
Director of Transportation

By _____
MARK L. WEAVER, Attorney in Fact
Deputy District Director
Right of Way and Land Surveys

ACKNOWLEDGMENT

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

State of California } SS
County of _____

On _____ before me, _____ ,
Here insert Name and Title of the Officer
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 _____ (Seal)

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

Legend



To State
Routes 580/680



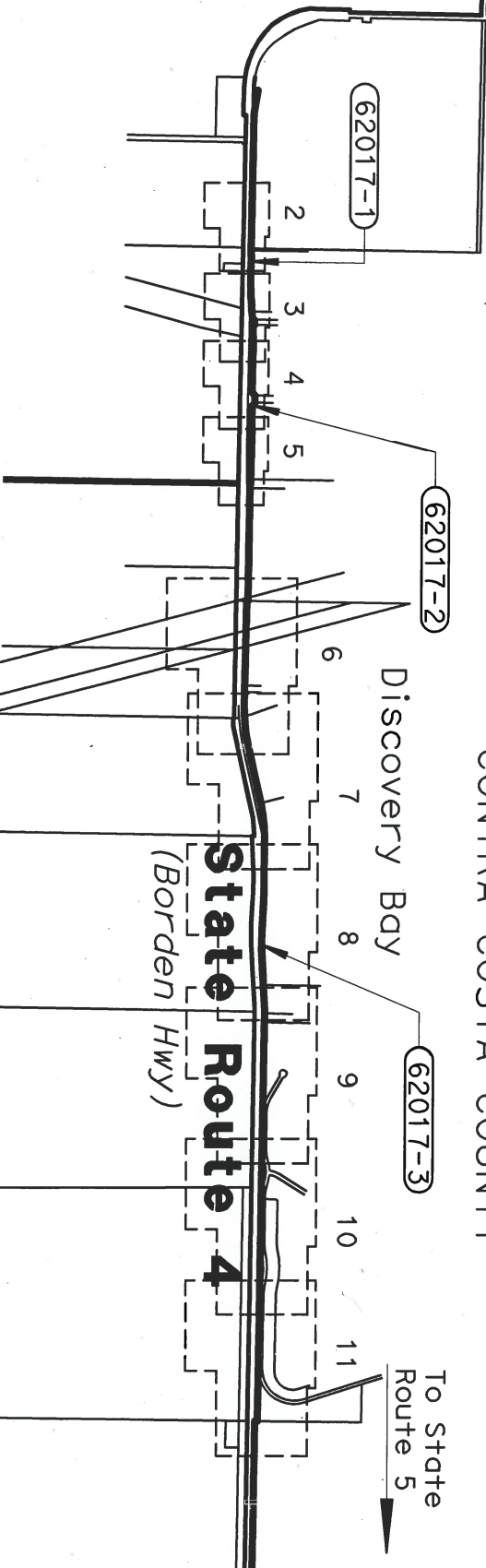
Proposed Right of Way
Proposed Right of Way with Access Control Ticks
Existing Right of Way
Existing Right of Way with Access Control Ticks
Dimension Point
Access Control Opening Point
Caltrans Parcel Number

Section 83 Area

State Route 4

Marsh Creek Rd

State Route 4
(Byron Hwy)



CONTRA COSTA COUNTY

Index Map, Sheet Numbers



Handwritten signature and date:
10.18.2018

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY
EXHIBIT "A"

62017-1 62017-2 & 62017-3

SCALE: 1" = 2000'

FEET 0 1000 2000 4000

DRAFTED BY	DATE	DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
AL	7-13-2018	4	CC	4		1	11



1"=100'

43 LSM 43
PARCEL-B

386 M 45
PARCEL-E

R/W Dedication
392 M 43

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

392 M 43

S89°07'49"E

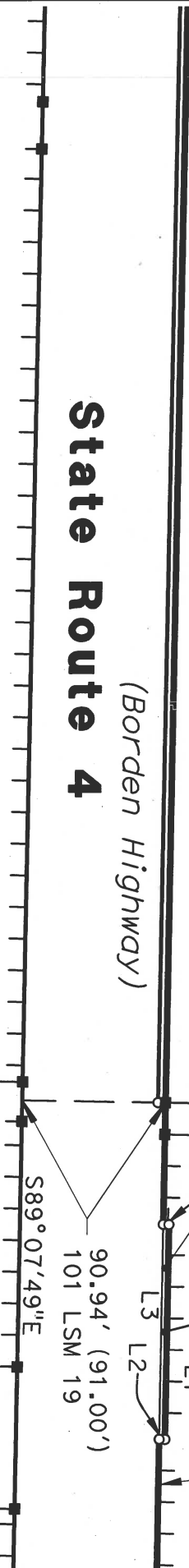
(62017-1)

S&H 83
496 sf

116.70'

(Borden Highway)

State Route 4



LINE DATA TABLE		
#	Bearing	Distance
L1	S89°06'22"E	135.98'
L2	S00°44'04"W	3.62'
L3	N89°07'49"W	136.03'
L4	N01°33'19"E	3.68'

129 PM 23

PARCEL-A

109 PM 37

129 PM 23
PARCEL-A

NOTES

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STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-1



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	44.9	2	11

R-10421.4&5

Radial Line Table	
#	Bearing
L25(R)	S03°22'55"E(R)
L26(R)	S04°57'54"E(R)
L27(R)	N04°29'59"W(R)
L28(R)	N02°41'46"W(R)

392	M	43
383	M	27

Regatta Dr

333 M 27

State Route 4

62017-2
S&H 83
98,162 sf

R/W Dedication
383 M 27

L24

(Borden Highway)

90+94' 101 LSM 19 S89°07'49"E

L5 L6 L25(R) L26(R) L27(R) L28(R)

116.70' C1 C2 C3 C4

62017-2 S&H 83 98,162 sf

135+92' R/W Dedication 383 M 27 (Borden Highway) L24

S89°07'49"E

109 PM 37
PARCEL-A

PARCEL-12

109 PM 37

N1/2 SE 1/4

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 ١١
 ١٢
 ١٣
 ١٤

TIN R3E

MD&M

$$1'' = 100'$$


LINE DATA TABLE		
#	Bearing	Distance
L5	N01°11'56"W	3.62'
L6	N85°46'15"E	84.07'
L7	S07°16'04"E	3.70'
L8	N43°15'17"E	27.26'
L9	N83°21'56"E	60.53'
L10	S45°50'52"E	29.52'
L11	S89°07'34"E	537.25'
L24	N89°04'32"W	1765.44'

#	Radius	Delta	Length
C1	3056.80'	4°15'06"	226.83'
C2	3056.80'	1°02'55"	55.94'
C3	3182.80'	1°30'50"	84.10'
C4	3182.80'	3°34'12"	198.31'

NOTES

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STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY

EXHIBIT "A"

62017-2

FEET 0 50 100 200

R-10421.5

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
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04

4

1

1

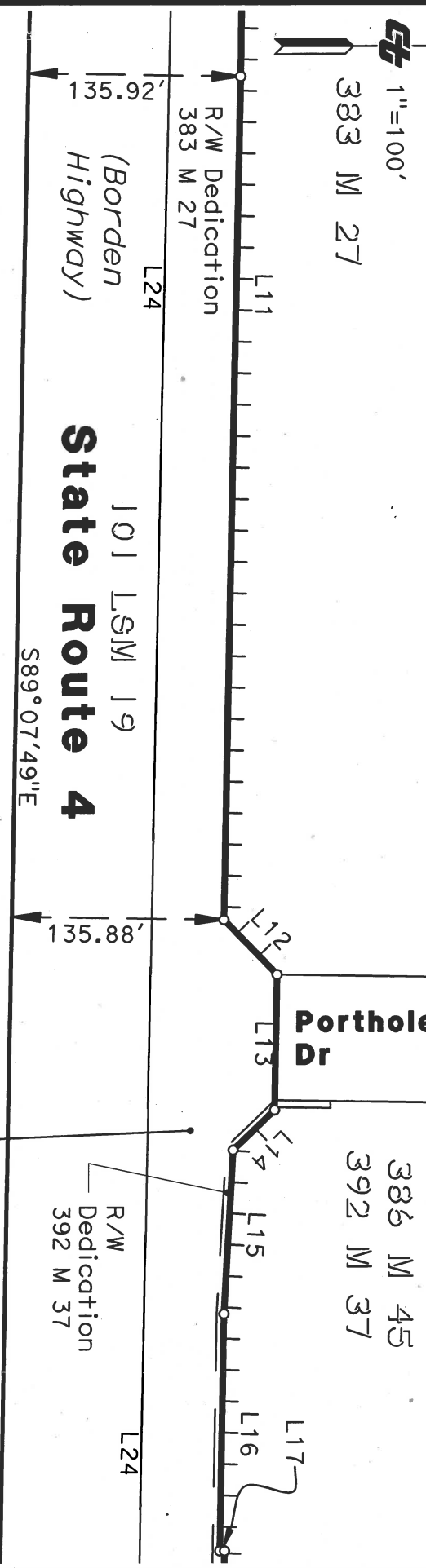
1

1

1

1

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



N 1/2 SE 1/4

SEC 34

T1N R3E

MDBM

LINE DATA TABLE		
#	Bearing	Distance
L11	S89°07'34"E	537.25'
L12	N45°52'26"E	48.64'
L13	S89°07'38"E	86.29'
L14	S44°07'53"E	36.58'
L15	S86°58'40"E	104.58'
L16	S89°07'53"E	151.23'
L17	N00°52'07"E	3.00'
L24	N89°04'32"W	1765.44'

NOTES

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STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY

DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY

EXHIBIT "A"

62017-2



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.1	4	11

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

176 PM 14
446 M 43



LINE DATA TABLE		
#	Bearing	Distance
L21	S00°53'50"W	42.21'
L22	N89°06'26"W	25.01'
L23	S89°52'52"W	523.36'
L24	N89°04'32"W	1765.44'

45 PM 23
PARCEL-A

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

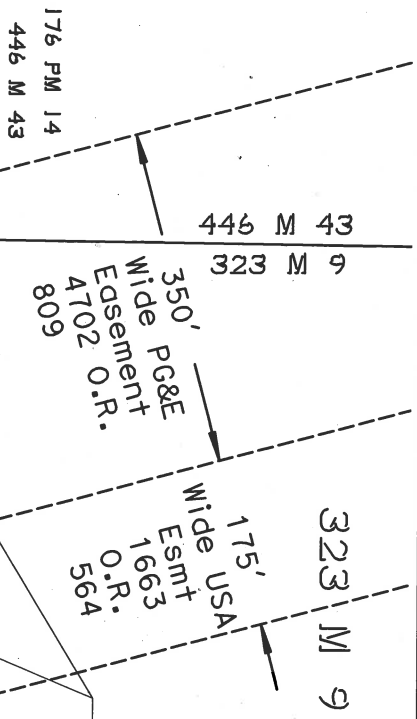
62017-2



Et 1"=100'

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

LINE DATA TABLE		
#	Bearing	Distance
L29	S89°33'22"E	135.59'
L30	S00°26'38"W	51.55'



State Route 4
(Borden Highway)

CURVE DATA TABLE			
#	Radius	Delta	Length
C5	1904.88'	13°46'02"	457.71'
C6	1966.87'	13°06'22"	449.92'

45 PM 23

62017-3
S&H 83
419,984 sf

PARCEL-C

Newport Dr

323 M 9

337 M 23
PARCEL-B

60 LSM 12

SW 1/4
NE 1/4
SEC 35
T1N R3E
MDBM

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

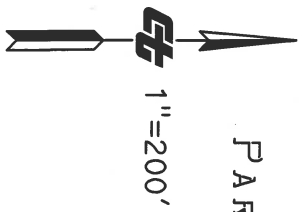
STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"
62017-3



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.6	6	11

R-10421.7&8



NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

LINE DATA TABLE		
#	Bearing	Distance
L29	S89°33'22"E	135.59'
L30	S00°26'38"W	51.55'

386 M 1

386 M 1

R=1,551.90'
Δ=13°16'23"
L=359.51'

S89°30'29"E
596.70'

S89°12'09"W
532.98'

337 M 23
PARCEL-B

N77°13'08"E 695.89'

116.61'

State Route 4
(Borden Highway)

(62017-3)
S&H 83
419,984 sf

60 LSM 12
88 PM 40

CURVE DATA TABLE		
#	Radius	Delta
C5	1904.88'	13°46'02"
C6	1966.87'	13°06'22"

L29
L30

114.27'

60 LSM 12

45 PM 23

SW 1/4
NE 1/4
SEC 35
T1N R3E
MDBM

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

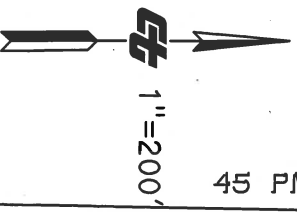
STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3



R-10421.8&9



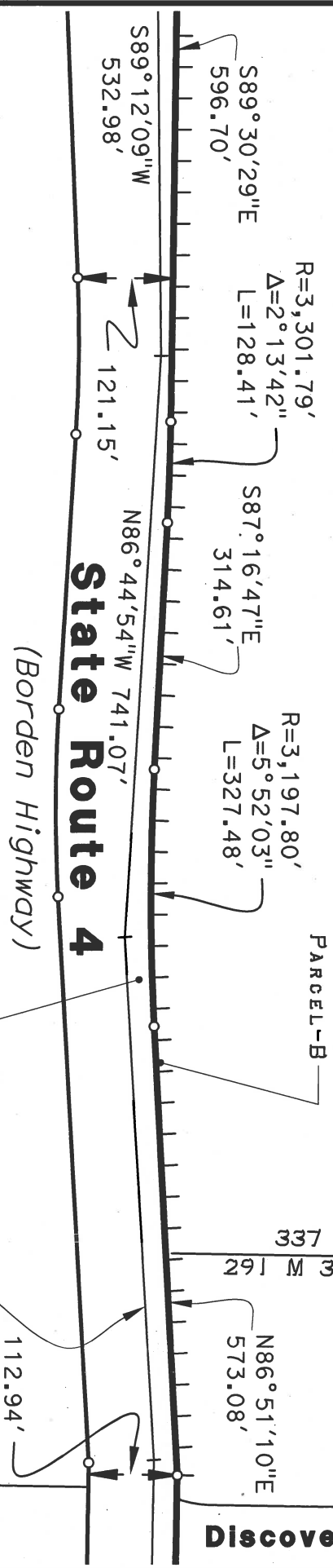
DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	45.9	7	11

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

337 M 23

Discovery Bay Blvd

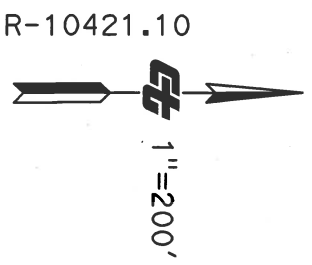
88 PM 40
PARCEL-A



NOTES		STATE OF CALIFORNIA CALIFORNIA STATE TRANSPORTATION AGENCY DEPARTMENT OF TRANSPORTATION			
Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.		RIGHT OF WAY EXHIBIT "A" 62017-3			

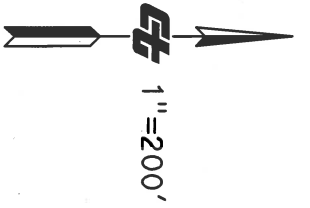


DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46.3	8	11



R-10421.10

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



Discovery Bay Blvd

State Route 4

S89°12'29"E
4,633.18'

334 M 39

Wayfarer Ct

N89°12'37"W 4,652.46'
(Borden Highway)

112.94'
S86°36'41"W
667.38'

PARCEL-A
PARCEL-B

88 PM 40
S&H 83
419,984 sf
PARCEL-B

(62017-3)

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA
CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"
62017-3



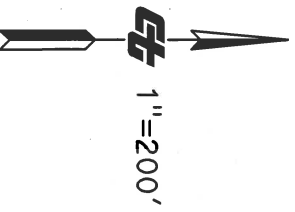
DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46.6	9	11

R-10421.11&12

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.

Wayfarer Ct

334 M 39



Wayfarer Dr

Cherry Hills Dr

S89°12'29"E
4,633.18'

337 M 30

Lot E

State Route 4

N89°12'37"W 4,652.46'
(Borden Highway)

Parcel-1
95-194522 O.R.

Parcel-C

88 PM 40
Parcel-C

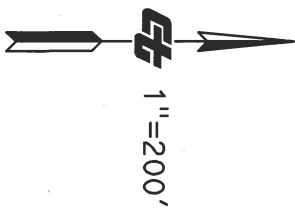
62017-3
S&H 83
419,984 sf

Parcel-B
Parcel-C

NOTES		STATE OF CALIFORNIA CALIFORNIA STATE TRANSPORTATION AGENCY DEPARTMENT OF TRANSPORTATION RIGHT OF WAY EXHIBIT "A" 62017-3			
Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.		FEEET 0 100 200 400			

DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	46.9	10	11

NOTE: The State of California or its officers or agents shall not be responsible for the accuracy or completeness of digital images of this map.



334 M 39

Cherry Hills Dr

S89°12'29"E
4,633.18'

337 M 30

337 M 30
102 LSM 3

SEC 31
T1N R4E
MDBM

S0°44'31"W
29.88'

State Route 4
(Borden Highway) 82.95'

Parcel-1
95-194522 O.R.

Parcel-1
95-150272 O.R.

PARCEL-C

62017-3
S&H 83
419,984 sf

33 PM 40
PARCEL-C

PARCEL-C

PARCEL-D

PARCEL-D

NOTES

Coordinates, Bearings and Distances are on the California Coordinate System of 1983, Zone 3, Epoch 2000.86. Multiply distances by 1.0000636 to obtain ground level distances.

STATE OF CALIFORNIA

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY
EXHIBIT "A"

62017-3



DISTRICT	COUNTY	ROUTE	SHEET PM	SHEET NO.	TOTAL SHEETS
04	CC	4	474	11	11

R-10421.14



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: Notice of Completion of Construction Contract for the Bay Point Sign Upgrade Project, Bay Point area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/610 accepting as complete the contracted work performed by Statewide Traffic Safety and Signs, Inc., for the Bay Point Sign Upgrade Project, as recommended by the Public Works Director, Bay Point area. County Project No. 0662-6R4024-18 (District V)

FISCAL IMPACT:

Project was funded by 90.5% Highway Safety Improvement Program Grant Funds and 9.5% Local Road Funds.

BACKGROUND:

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 22, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Kevin Emigh,
925-313-2233

cc:

CONSEQUENCE OF NEGATIVE ACTION:

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

AGENDA ATTACHMENTS

Resolution No. 2018/610

MINUTES ATTACHMENTS

Signed Resolution No. 2018/610

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2018/610

In the Matter of Accepting and Giving Notice of Completion of Contract for the Bay Point Sign Upgrade Project, Bay Point area, County Project No. 0662-6R4024-18 (District V)

WHEREAS the Board of Supervisors RESOLVES that on April 24, 2018, the County contracted with Statewide Traffic Safety and Signs, Inc., for the work generally consisting of replacing current regulatory and warning signs with retroreflective sheeting (Type XI) signs. Work also included removing and salvaging existing signs, resetting, reinstalling, and installing a select number of sign posts, and replacing signs on signal mast arms. Some post replacement included removing and replacing sections of sidewalk, HMA, and other materials as needed for sign post removal and installation in the Bay Point area, with Philadelphia Indemnity Insurance Company as surety, for work performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 22, 2018.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

cc:

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐ / ☐

ABSENT: ☐ / ☐

ABSTAIN: ☐ / ☐

RECUSE: ☐ / ☐

Resolution No. 2018/610

In the Matter of Accepting and Giving Notice of Completion of Contract for the Bay Point Sign Upgrade Project, Bay Point area, County Project No. 0662-6R4024-18 (District V)

WHEREAS the Board of Supervisors RESOLVES that on April 24, 2018, the County contracted with Statewide Traffic Safety and Signs, Inc., for the work generally consisting of replacing current regulatory and warning signs with retroreflective sheeting (Type XI) signs. Work also included removing and salvaging existing signs, resetting, reinstalling, and installing a select number of sign posts, and replacing signs on signal mast arms. Some post replacement included removing and replacing sections of sidewalk, HMA, and other materials as needed for sign post removal and installation in the Bay Point area, with Philadelphia Indemnity Insurance Company as surety, for work performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 22, 2018.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

David A. Iwa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: Notice of Completion of Construction Contract for the Pacheco Boulevard Sidewalk Gap Closure Phase III Project, Pacheco area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/611 accepting as complete the contracted work performed by W.R. Forde Associates, Inc., for the Pacheco Boulevard Sidewalk Gap Closure Phase III Project, as recommended by the Public Works Director, Pacheco area. County Project No. 0662-6U4008 (District V)

FISCAL IMPACT:

Project was funded by 48% State Active Transportation Program Funds, 44% Measure C Funds, and 8% Martinez Area of Benefit Funds.

BACKGROUND:

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of November 10, 2018.

CONSEQUENCE OF NEGATIVE ACTION:

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

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Kevin Emigh,
925-313-2233

cc:

AGENDA ATTACHMENTS

Resolution No. 2018/611

MINUTES ATTACHMENTS

Signed Resolution No.

2018/611

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2018/611

In the Matter of Accepting and Giving Notice of Completion of Contract for the Pacheco Boulevard Sidewalk Gap Closure Phase III Project, Pacheco area. County Project No. 0662-6U4008 (District V)

WHEREAS the Board of Supervisors RESOLVES that on June 26, 2018, the County contracted with W.R. Forde Associates, Inc., for the work generally consisting of installing sidewalk, curb and gutter at two sites, roadway widening, removing concreted rock slope protection (RSP), extending an 8'x6' concrete box culvert, placing RSP, and a temporary stream diversion system in the Pacheco area, with Fidelity and Deposit Company of Maryland as surety, for work performed on the grounds of the County; and,

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of November 10, 2018.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

cc:

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐ / ☐

ABSENT: ☐ / ☐

ABSTAIN: ☐ / ☐

RECUSE: ☐ / ☐

Resolution No. 2018/611

In the Matter of Accepting and Giving Notice of Completion of Contract for the Pacheco Boulevard Sidewalk Gap Closure Phase III Project, Pacheco area. County Project No. 0662-6U4008 (District V)

WHEREAS the Board of Supervisors RESOLVES that on June 26, 2018, the County contracted with W.R. Forde Associates, Inc., for the work generally consisting of installing sidewalk, curb and gutter at two sites, roadway widening, removing concreted rock slope protection (RSP), extending an 8'x6' concrete box culvert, placing RSP, and a temporary stream diversion system in the Pacheco area, with Fidelity and Deposit Company of Maryland as surety, for work performed on the grounds of the County; and,

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of November 10, 2018.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: Notice of Completion of Construction Contract for the Phase II - Pomona Street Pedestrian Safety Improvements Project, Crockett area.

RECOMMENDATION(S):

ADOPT Resolution No. 2018/613 accepting as complete the contracted work performed by Sposeto Engineering, Inc., for the Phase II - Pomona Street Pedestrian Safety Improvements Project, as recommended by the Public Works Director, Crockett area. County Project No. 0662-6R4090 (District V)

FISCAL IMPACT:

Project was funded by 43% Transportation Development Act Grant Funds and 57% Local Road Funds.

BACKGROUND:

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of September 17, 2018.

Following the September 17, 2018 completion, PG&E was required to provide power to the flashing beacon system, which, due to no fault of the contractor, took several weeks to coordinate, schedule, and occur.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Kevin Emigh,
925-313-2233

cc:

CONSEQUENCE OF NEGATIVE ACTION:

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

AGENDA ATTACHMENTS

Resolution No. 2018/613

MINUTES ATTACHMENTS

Signed Resolution No. 2018/613

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

Resolution No. 2018/613

In the Matter of Accepting and Giving Notice of Completion of Contract for the Phase II - Pomona Street Pedestrian Safety Improvements Project, Crockett area. County Project No. 0662-6R4090 (District V)

WHEREAS the Board of Supervisors RESOLVES that on May 22, 2018, the County contracted with Sposeto Engineering, Inc., for the work generally consisting of removal of existing sidewalk and construction of bulb outs, curb ramps, pedestrian refuge islands, installation of pedestrian flashing beacons, and drainage modifications along Pomona Street at the intersections of 3rd Avenue and Rolph Avenue in the Crockett area, with Philadelphia Indemnity Insurance Company as surety, for work performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of September 17, 2018. Following the September 17, 2018 completion, PG&E was required to provide power to the flashing beacon system, which, due to no fault of the contractor, took several weeks to coordinate, schedule, and occur.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

cc:

Recorded at the request of: Clerk of the Board

Return To: Public Works Department, Design/Construction Division

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

Adopted this Resolution on 12/18/2018 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO: ☐ / ☐

ABSENT: ☐ / ☐

ABSTAIN: ☐ / ☐

RECUSE: ☐ / ☐

Resolution No. 2018/613

In the Matter of Accepting and Giving Notice of Completion of Contract for the Phase II - Pomona Street Pedestrian Safety Improvements Project, Crockett area. County Project No. 0662-6R4090 (District V)

WHEREAS the Board of Supervisors RESOLVES that on May 22, 2018, the County contracted with Sposeto Engineering, Inc., for the work generally consisting of removal of existing sidewalk and construction of bulb outs, curb ramps, pedestrian refuge islands, installation of pedestrian flashing beacons, and drainage modifications along Pomona Street at the intersections of 3rd Avenue and Rolph Avenue in the Crockett area, with Philadelphia Indemnity Insurance Company as surety, for work performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of September 17, 2018. Following the September 17, 2018 completion, PG&E was required to provide power to the flashing beacon system, which, due to no fault of the contractor, took several weeks to coordinate, schedule, and occur.

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

Contact: Kevin Emigh, 925-313-2233

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: APPROVE the Conveyance of an Easement Deed to PG&E in connection with the Bay Point Utility Undergrounding District #31 Project, Bay Point area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the conveyance of an easement for utility purposes to Pacific Gas and Electric Company (PG&E), pursuant to Government Code Section 25526.6. Project No.: 0676-6P1017 CP#16-27

DETERMINE that the conveyance of said easement is in the public interest and will not substantially conflict or interfere with Contra Costa County as the Housing Successor to the Contra Costa County Redevelopment Agency's use of the property.

AUTHORIZE the Chair, Board of Supervisors, to execute the Easement Deed on behalf of Contra Costa County as the Housing Successor to the Contra Costa County Redevelopment Agency.

DIRECT the Real Estate Division of the Public Works Department to cause said Easement Deed along with a certified copy of this Board Order to be delivered to the grantee for acceptance and recording in the office of the County Clerk-Recorder.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Jann Edmunds,
925-957-2454

cc:

FISCAL IMPACT:

100% Bay Point Utility Undergrounding District #31 funds.

BACKGROUND:

Contra Costa County (County), as the Housing Successor to the County Redevelopment Agency, owns certain real property located off Mims Way in Bay Point. The County has requested that PG&E, Comcast and AT&T underground their utility line in the area of Bailey Road. The Project consists of relocation of overhead utilities either into a main trench within the roadway or under the sidewalk within the Project boundary. As a project partner to PG&E, the County formed Underground Utility District #31 to provide right of way acquisitions necessary for the utility relocation. The purpose of this Project is to beautify the area by removing the visible overhead electrical cables and also to improve reliability of service so that power, phone and cable lines are less susceptible to outages due to storms.

On December 20, 2016, the Board of Supervisors approved the Project and determined the Project is exempt from CEQA (CP#16-27).

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, PG&E would not have the necessary land rights to underground its facilities.

AGENDA ATTACHMENTS

Easement Deed

MINUTES ATTACHMENTS

Signed Easement Deed

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177

Location: City/Uninc _____
Recording Fee \$ _____
Document Transfer Tax \$ _____
☐ This is a conveyance where the consideration and
Value is less than \$100.00 (R&T 11911).
☐ Computed on Full Value of Property Conveyed, or
☐ Computed on Full Value Less Liens
& Encumbrances Remaining at Time of Sale

Signature of declarant or agent determining tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

LD#2402-01-1333

EASEMENT DEED

CONTRA COSTA COUNTY AS THE HOUSING SUCCESSOR TO THE CONTRA COSTA
COUNTY REDEVELOPMENT AGENCY, a political subdivision of the State of California,

hereinafter called Grantor, hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a
California corporation, hereinafter called Grantee, the right from time to time to construct, reconstruct,
install, inspect, maintain, replace, remove, and use facilities of the type hereinafter specified, together
with a right of way therefor, within the easement area as hereinafter set forth, and also ingress thereto
and egress therefrom, over and across the lands of Grantor situate in the unincorporated area of Contra
Costa County, State of California, described as follows:

(APN 097-270-074-4)

The parcel of land conveyed by Willie H. Bolden and Laura M. Bolden to Contra Costa
County by deed dated July 29, 1992 and recorded as Official Record Series No. 92-
254445, Contra Costa County Records.

Said facilities and easement area are described as follows:

Such poles, aerial wires, cables, electrical conductors with associated crossarms, braces,
transformers, anchors, guy wires and cables; and such underground conduits, pipes,
manholes, service boxes, wires, cables, and electrical conductors; aboveground marker
posts, risers, and service pedestals; underground and aboveground switches, fuses,
terminals, and transformers with associated concrete pads; and fixtures and
appurtenances necessary to any and all thereof, as Grantee deems necessary for the
distribution of electric energy and communication purposes; all to be located within the
parcel of land outlined by heavy dashed lines on the print of Grantee's Drawing No.
74001485-2 attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said easement area.

Grantor further grants to Grantee the right to assign to another public utility as defined in Section 216 of the California Public Utilities Code the right to install, inspect, maintain, replace, remove and use communications facilities within said easement area (including ingress thereto and egress therefrom).

The legal description herein, or the map attached hereto, defining the location of this utility distribution easement, was prepared by Grantee pursuant to Section 8730 (c) of the Business and Professions Code.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto.

Dated: _____, _____.

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

By _____
Karen Mitchoff
Chair, Board of Supervisors

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

STATE OF CALIFORNIA)

COUNTY OF CONTRA COSTA)

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

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

WITNESS my hand and official seal.

Signature: _____, Deputy Clerk

Attach to LD: 2402-01-1333

The Area and Division: Area 2, Diablo Division

Land Service Office: Concord RMC

Operating Department: Electric Distribution

USGS location: MDB&M, T2N, R1W, SE ¼ of NW ¼ of Sec. 14

FERC License Number(s): N/A

PG&E Drawing Number(s): 74001485-2

PLAT NO.: B1308

LD of any affected documents: N/A

LD of any Cross-referenced documents: N/A

TYPE OF INTEREST: 03, 04, 06, 43

SBE Parcel Number: N/A

(For Quitclaims, % being quitclaimed): N/A

Order # or PM # (with Operations #, if applicable): 74001485, Ops. # 3200

JCN: N/A

County: Contra Costa

Utility Notice Numbers: N/A

851 Approval Application No. N/A Decision N/A

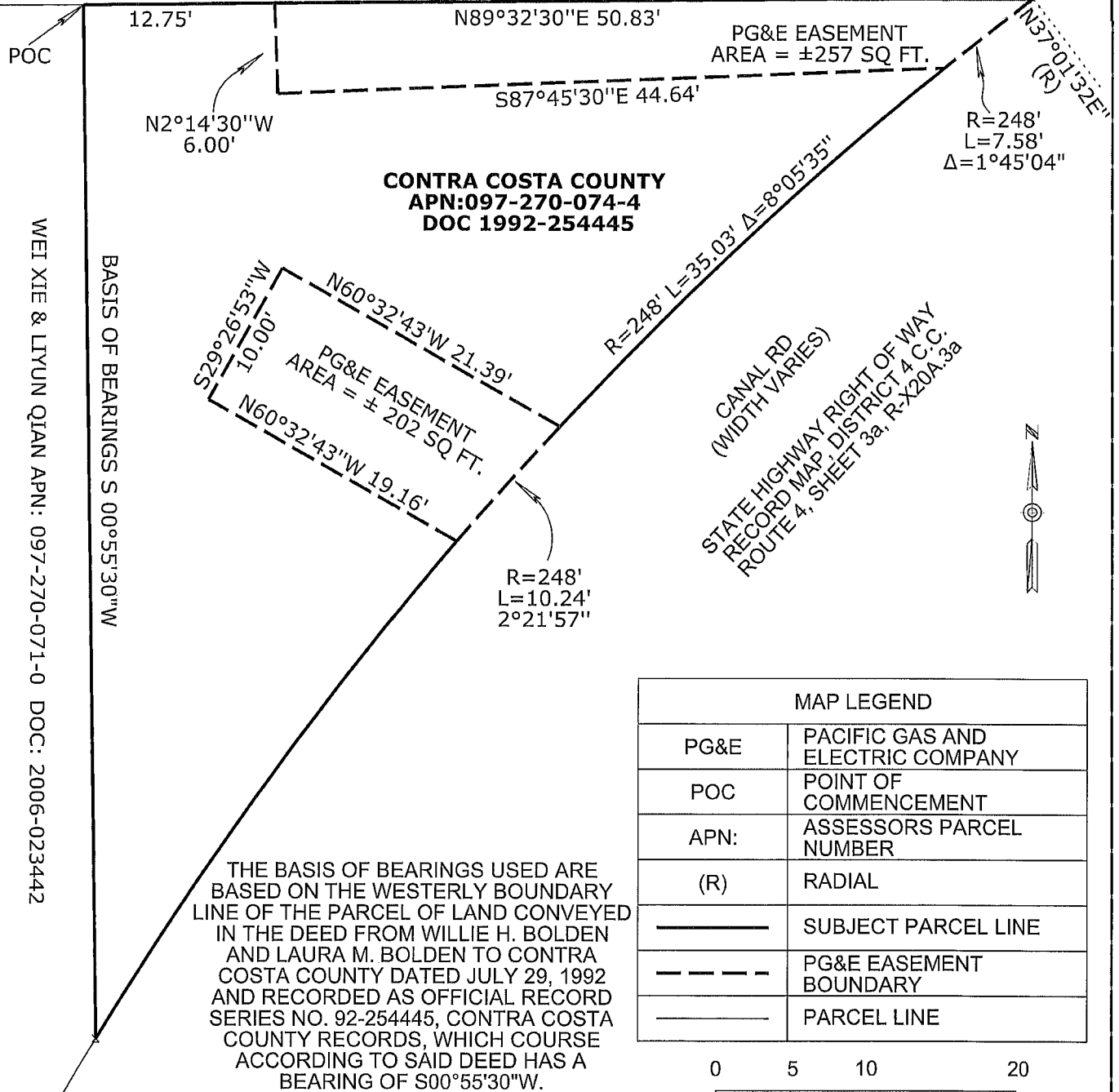
Prepared By: DYMT

Checked By: JK1B

This Page Must be recorded with the Document

JAMES C. MANNING II
APN: 097-270-077-7
DOC: 2016-199892

THE WEST PITTSBURG COMMUNITY
CHURCH OF GOD IN CHRIST
APN: 097-270-059-5
DOC: 1987-155645



UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG
BOUNDARIES OR LINES

Applicant:

PACIFIC GAS & ELECTRIC COMPANY

SCALE

1"=10'

DATE

09/13/18

SECTION SE 1/4 OF NW 1/4 SEC 14	TOWNSHIP T2N	RANGE R1W	MERIDIAN MDB&M	COUNTY OF: CONTRA COSTA	CITY OF: UNINCORPORATED
PLAT MAP REFERENCES	B1308 2006-093442, 1992-25445			F.B.: N/A PG&E	DR.BY: F1GL DIABLO DIVISION
				74001485 AUTHORIZ	CH.BY: A5SZ 74001485-2 DRAWING NO.

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
245 Market Street, N10A, Room 1015
P.O. Box 770000
San Francisco, California 94177

Location: City/Uninc _____
Recording Fee \$ _____
Document Transfer Tax \$ _____
☐ This is a conveyance where the consideration and
Value is less than \$100.00 (R&T 11911).
☐ Computed on Full Value of Property Conveyed, or
☐ Computed on Full Value Less Liens
& Encumbrances Remaining at Time of Sale

Signature of declarant or agent determining tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

LD#2402-01-1333

EASEMENT DEED

**CONTRA COSTA COUNTY AS THE HOUSING SUCCESSOR TO THE CONTRA COSTA
COUNTY REDEVELOPMENT AGENCY**, a political subdivision of the State of California,

hereinafter called Grantor, hereby grants to **PACIFIC GAS AND ELECTRIC COMPANY**, a California corporation, hereinafter called Grantee, the right from time to time to construct, reconstruct, install, inspect, maintain, replace, remove, and use facilities of the type hereinafter specified, together with a right of way therefor, within the easement area as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of Grantor situate in the unincorporated area of Contra Costa County, State of California, described as follows:

(APN 097-270-074-4)

The parcel of land conveyed by Willie H. Bolden and Laura M. Bolden to Contra Costa County by deed dated July 29, 1992 and recorded as Official Record Series No. 92-254445, Contra Costa County Records.

Said facilities and easement area are described as follows:

Such poles, aerial wires, cables, electrical conductors with associated crossarms, braces, transformers, anchors, guy wires and cables; and such underground conduits, pipes, manholes, service boxes, wires, cables, and electrical conductors; aboveground marker posts, risers, and service pedestals; underground and aboveground switches, fuses, terminals, and transformers with associated concrete pads; and fixtures and appurtenances necessary to any and all thereof, as Grantee deems necessary for the distribution of electric energy and communication purposes; all to be located within the parcel of land outlined by heavy dashed lines on the print of Grantee's Drawing No. 74001485-2 attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

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The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto.

Dated: 12-18-18, _____.

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

By Karen Mitchoff
Karen Mitchoff
Chair, Board of Supervisors

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

STATE OF CALIFORNIA)

COUNTY OF CONTRA COSTA)

On 12-18-18 before me, Jane McQueen Clerk of the Board of Supervisors, Contra Costa County, personally appeared Karen Mitchoff, 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: Jane McQueen, Deputy Clerk

Attach to LD: 2402-01-1333

The Area and Division: Area 2, Diablo Division

Land Service Office: Concord RMC

Operating Department: Electric Distribution

USGS location: MDB&M, T2N, R1W, SE ¼ of NW ¼ of Sec. 14

FERC License Number(s): N/A

PG&E Drawing Number(s): 74001485-2

PLAT NO.: B1308

LD of any affected documents: N/A

LD of any Cross-referenced documents: N/A

TYPE OF INTEREST: 03, 04, 06, 43

SBE Parcel Number: N/A

(For Quitclaims, % being quitclaimed): N/A

Order # or PM # (with Operations #, if applicable): 74001485, Ops. # 3200

JCN: N/A

County: Contra Costa

Utility Notice Numbers: N/A

851 Approval Application No. N/A Decision N/A

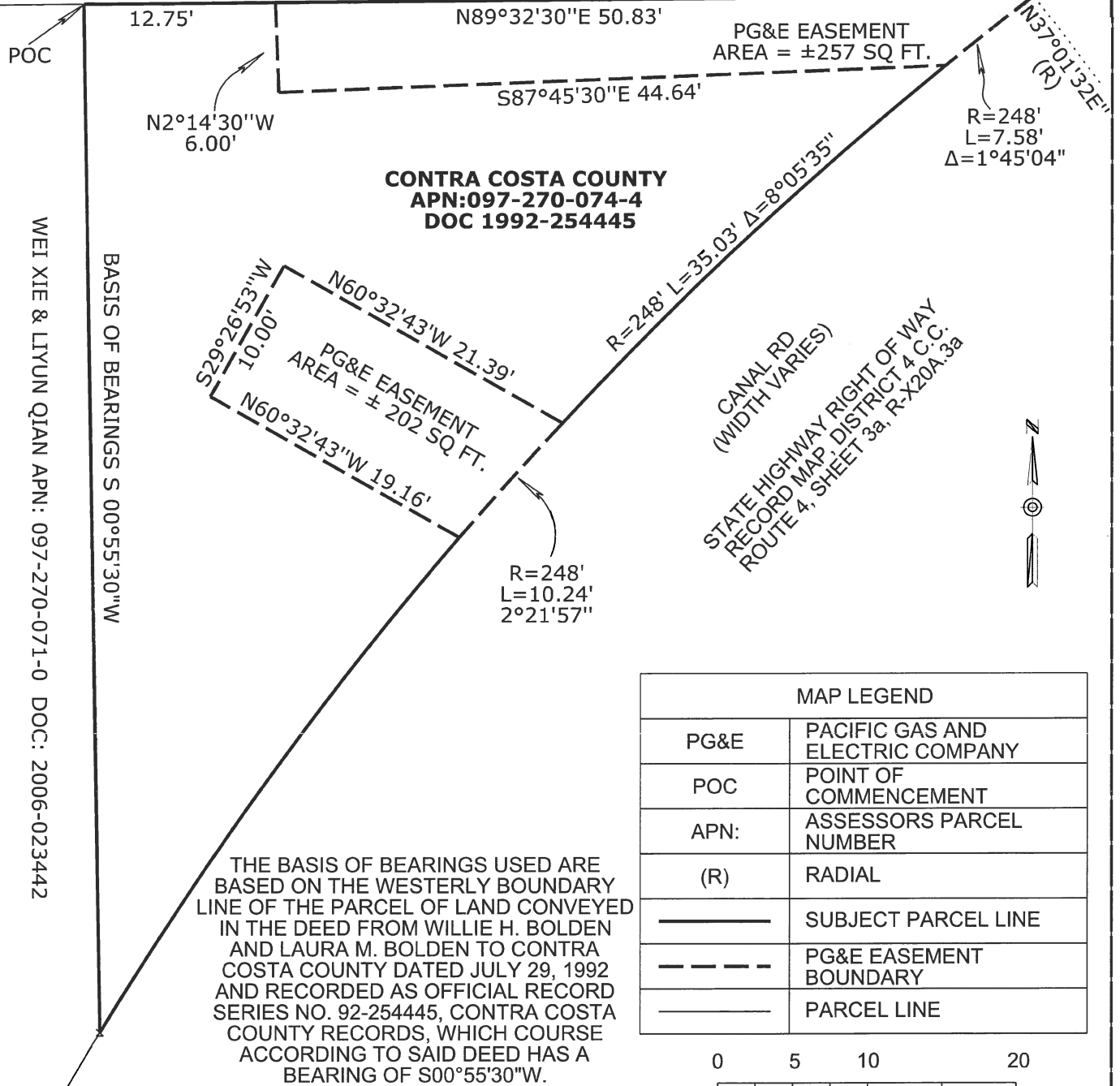
Prepared By: DYMT

Checked By: JK1B

This Page Must be recorded with the Document

JAMES C. MANNING II
APN: 097-270-077-7
DOC: 2016-199892

THE WEST PITTSBURG COMMUNITY
CHURCH OF GOD IN CHRIST
APN: 097-270-059-5
DOC: 1987-155645



UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG
BOUNDARIES OR LINES

Applicant:

PACIFIC GAS & ELECTRIC COMPANY

SCALE

1"=10'

DATE

09/13/18

SECTION SE 1/4 OF NW 1/4 SEC 14	TOWNSHIP T2N	RANGE R1W	MERIDIAN MDB&M	COUNTY OF: CONTRA COSTA	CITY OF: UNINCORPORATED
PLAT MAP REFERENCES	B1308 2006-093442, 1992-25445			F.B.: N/A PG&E	DR.BY: F1GL DIABLO DIVISION
				74001485 AUTHORIZ	CH.BY: A5SZ 74001485-2 DRAWING NO.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: ACCEPT the County's Development Impact Fee ECRAOB five-year and FY 17/18 program report, East County.

RECOMMENDATION(S):

APPROVE the East County Regional Area of Benefit (ECRAOB) Annual Report for fiscal year 2017/2018 and Fifth Year Mitigation Fee Report for fiscal years 2013/2014 through 2017/2018 (the "Report"), as recommended by the Public Works Director, Antioch, Brentwood, Byron, Discovery Bay West, Knightsen, Pittsburg, and Oakley areas. (District III)

ADOPT the findings required by Government Code section 66001(d)(1) for unexpended ECRAOB fees, as set forth in Section III of the Report.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Contra Costa County imposes Area of Benefit (AOB) fees on new development within 15 separate AOBs in unincorporated Contra Costa County, pursuant to Government Code sections 66000 through 66025, 66484, and 66484.7. The AOB program is a traffic fee mitigation program imposed to recover new development's proportional share of the costs of transportation improvements

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Mary Halle,
925.313.2327

cc:

BACKGROUND: (CONT'D)

required to meet transportation demands within the AOB. The specific transportation improvements required within each AOB, the costs of those improvements, and new development's proportional share of those costs, are more particularly described in the most recent Nexus Study report for each AOB. Nexus Studies for all AOBs are on file with the Public Works Department.

The ECRAOB includes portions of unincorporated Contra Costa County in the Antioch, Brentwood, Byron, Discovery Bay, Knightsen, Pittsburg, and Oakley areas. On December 17, 2013, the Board of Supervisors adopted Ordinance No. 2013-26 to re-adopt the boundaries of the ECRAOB and to impose transportation mitigation fees on new development within the ECRAOB to fund transportation improvements on project list. The Board also adopted Resolution No. 2013/472, to approve the Development Program Report and Nexus Study in support of Ordinance No. 2013-26. The Development Program Report and Nexus Study in support of Ordinance No. 2013-26 more particularly describe the fee program and the projects on the project list.

Government Code section 66001(d)(1) requires the County to make specific findings related to AOB fees, projects, and funds following the fifth fiscal year after monies are first deposited in an AOB fee account. Government Code section 66001(d)(2) requires these findings to be made in connection with providing information required to be released for that fifth fiscal year, in accordance with Government Code section 66006(b)(1).

The Public Works Department prepared the Development Impact Traffic Fee Five-Year Report for ECRAOB fiscal years 2013/2014 through 2017/2018 to satisfy reporting requirements of Government Code sections 66001(d)(1) 66006(b)(1) that apply to collection and accounting of AOB fee revenues. The Report was made available at the Clerk of the Board's office at least 15 days before the Board meeting, in accordance with Government Code section 66006(b)(2). Public Works Department staff recommends that the Board approve the Report, make the findings included in the Report based on the information in the Report, and approve the Fiscal Year 2017/2018 information included in the Report, all in accordance with Government Code sections 66001(d) and 66006(b).

CONSEQUENCE OF NEGATIVE ACTION:

The required findings would not be made and the required information would not be provided at this time.

ATTACHMENTS

ECRAOB 5-year Program Report



Contra Costa County
Public Works
D e p a r t m e n t

Brian M. Balbas, Director

Deputy Directors

Stephen Kowalewski, Chief

Mike Carlson

Warren Lai

Carrie Ricci

Joe Yee

ADOPTED BY BOARD OF SUPERVISORS

ON _____

Five-Year Program Report for the East County Regional Area of Benefit

December, 2018

Prepared Pursuant to Government Code Section 66001(d)(1)

Prepared by and for:

Contra Costa County Public Works Department, Transportation Engineering Division and
Department of Conservation and Development, Community Development Division

"Accredited by the American Public Works Association"

255 Glacier Drive Martinez, CA 94553-4825

TEL: (925) 313-2000 • FAX: (925) 313-2333

www.cccpublicworks.org

I. INTRODUCTION

The East County Regional Area of Benefit (ECRAOB) is a traffic mitigation fee program established for developers to contribute their fair share of the cost for transportation improvements necessary to serve growth. On December 17, 2013, the Contra Costa County Board of Supervisors adopted Ordinance No. 2013-26, as well as Resolution No. 2013/472, to update the Area of Benefit Program for the East County Regional Area of Benefit (ECRAOB).

Government Code section 66001(d)(1), and Contra Costa Ordinance No. 2013-26, require that in the fifth fiscal year following the first deposit into the fund established for receipt of deposits of the collected transportation mitigation fees, and every five years thereafter, the Board of Supervisors shall make all of the following findings with respect to that portion of the ECRAOB fund remaining unexpended, whether committed or uncommitted:

- (1) Identify the purpose to which the transportation mitigation fees are to be put.
- (2) Demonstrate a reasonable relationship between the transportation mitigation fees and the purpose for which they are charged.
- (3) Identify all sources and amounts of funding anticipated to complete financing of incomplete transportation improvements identified in the Report.
- (4) Designate the approximate dates on which the funding referred to in paragraph three (3) above, is expected to be deposited into the appropriate account or fund.

Government Code section 66001(d)(2) requires the above findings to be made in connection with providing the public information required by Government Code section 66006(b). Section 66006(b) requires the County to make the following fiscal year information available within 180 days after the end of the fiscal year:

- (1) A brief description of the type of fee in the account or fund.
- (2) The amount of the fee.
- (3) The beginning and ending balance of the account or fund.

- (4) The amount of the fees collected and the interest earned.
- (5) An identification of each public improvement on which fees were expended during the fiscal year and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- (6) An identification of the approximate date by which the construction of the public improvement will commence if the County determines that sufficient funds have been collected to complete financing on an incomplete public improvement.
- (7) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and in case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.
- (8) The amounts of any refunds under Section 66001(e), and any allocations under Section 66001(f).

This report is prepared to satisfy the above five-year finding and reporting requirements. This report includes the findings that the Board of Supervisors is required to make under Government Code section 66001(d)(1), and information in support of each of those findings. This report also is prepared to provide ECRAOB Fiscal Year 2017/2018 information that must be made publicly available, pursuant to Government Code section 66006(b).

II. BACKGROUND

An "Area of Benefit" (AOB) is a geographic area of unincorporated Contra Costa County in which the County imposes transportation mitigation fees – a type of development impact fee on new development to fund new development's share of the transportation improvements required to satisfy transportation demands within that geographic area. (See Gov. Code, §§ 66484, 66484.7.) The County has 15 Areas of Benefit. This five year

update report relates to the ECRAOB. The ECRAOB boundary location is shown in Exhibit A.

The current fee structure is based upon the analysis published in the "East County Regional Area of Benefit Transportation Mitigation Fee Update", dated October 2012 (Nexus Study). The Nexus Study is included as an exhibit to the Development Program Report attached as Exhibit 1 to Resolution No. 2013/472, adopted by the Board of Supervisors on December 17, 2013. The fee structure implemented through Ordinance No. 2013-26 reflects a reduced fee rate for employment-generating land use, to encourage job growth.

Exhibit A. Area of Benefit Boundary Map

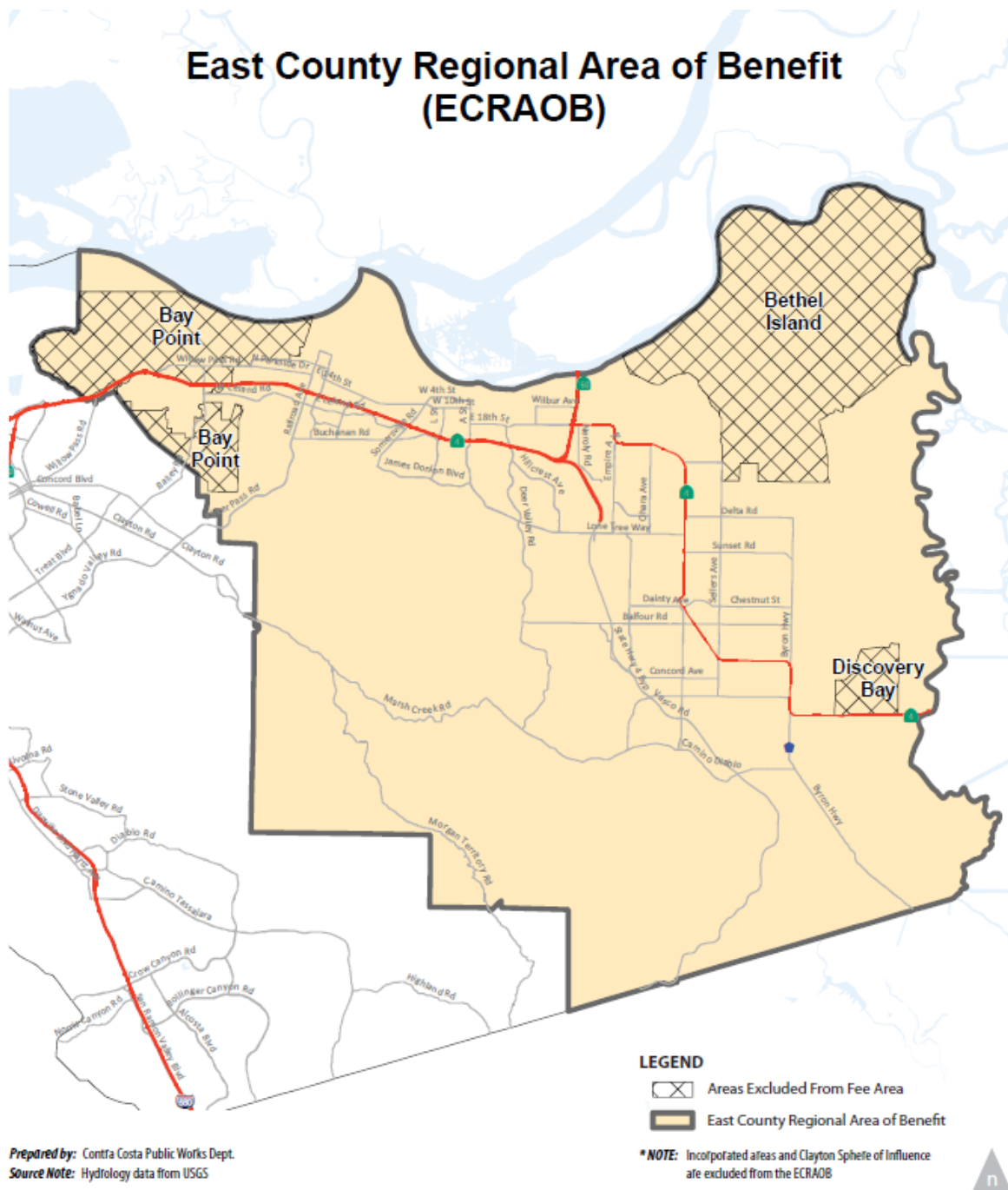


Figure 1.
East County Regional Area of Benefit Boundary

WC05-21858_1_ECRAOBboundary



The current ECRAOB program includes a project list that consists of 23 projects, focused upon safety and capacity improvements throughout the area (see Table 1).

Fee Rates

The fee rates established with Ordinance No. 2013-26 are listed below.

<u>Land Use type</u>	<u>Fee</u>	<u>Per Unit</u>
Single Family Residential	\$ 5,530	per dwelling unit
Multi-Family Residential	\$ 3,436	per dwelling unit
Office	\$ 6.00	per square foot
Industrial	\$ 3.00	per square foot
Commercial/Retail	\$ 8.67	per square foot
Other	\$ 5,549	per peak-hour trip

Per the Ordinance, fees were to be “phased-in”; thus, the fee rates increased in 2015:

<u>Land Use type</u>	<u>Fee</u>	<u>Per Unit</u>
Single Family Residential	\$ 8,594	per dwelling unit
Multi-Family Residential	\$ 4,935	per dwelling unit
Office	\$ 6.00	per square foot
Industrial	\$ 3.00	per square foot
Commercial/Retail	\$ 8.67	per square foot
Other	\$ 8,509	per peak-hour trip

The Ordinance also allows for an annual fee adjustment. The current fee rates:

<u>Land Use type</u>	<u>Fee</u>	<u>Per Unit</u>
Single Family Residential	\$ 9,656	per dwelling unit
Multi-Family Residential	\$ 5,545	per dwelling unit
Office	\$ 6.75	per square foot
Industrial	\$ 3.36	per square foot
Commercial/Retail	\$ 9.73	per square foot
Other	\$ 9,559	per peak-hour trip

Projects Constructed

The following projects have been designed or constructed since 2013:

Marsh Creek Road: Traffic Safety Improvements – Rumble Strip Project

Marsh Creek Road: Safety Improvements – West of Deer Valley Road

Marsh Creek Road: Safety Improvements at Russelmann Park Road

Marsh Creek Road: Shoulder Widening – 2 miles west of Deer Valley

Byron Highway/Camino Diablo Intersection Improvements

Table 1. East County Regional Area of Benefit Project List

Cost estimates and fee rate calculations provided below are from the 2012 Nexus Study and, therefore, reflect dollar value in 2012.

ID	Project	Total Cost Estimate	Adjustment for Existing Deficiencies	East County Regional AOB Share ²	Potential AOB Fee Contribution
1	Vasco Road / Camino Diablo Intersection Improvements	\$3,837,000	100%	11%	\$422,000
2	Marsh Creek Road Improvements (City of Clayton to City of Brentwood)	\$56,819,000	37%	18%	\$3,784,000
3	Chestnut Street Widening (Sellers Ave to Byron Hwy.)	\$11,836,000	37%	78%	\$3,416,000
4	Delta Road Widening (Byron Hwy. to Holland Tract Road)	\$10,079,000	37%	100%	\$3,729,000
5	Knightsen Ave/Eden Plains Rd Widening (Delta Road to Chestnut Street)	\$11,650,000	37%	66%	\$2,825,000
6	Sunset Road Widening (Sellers Ave to Byron Hwy.)	\$12,150,000	37%	81%	\$3,641,000
7	Byron Hwy. Widening (Camino Diablo to the Alameda County line)	\$27,943,000	37%	9%	\$931,000
8	Byron Highway Two Way Left Turn Lane at Byron Elementary School	\$1,296,000	100%	20%	\$259,000
9	SR4/Byron Highway South Intersection Widening (Phase 2)	\$2,325,000	100%	15%	\$349,000

ID	Project	Total Cost Estimate	Adjustment for Existing Deficiencies	East County Regional AOB Share ²	Potential AOB Fee Contribution
10	Knightsen Ave Widening (East Cypress Road to Delta Road)	\$6,037,000	37%	28%	\$625,000
11	Delta Road Widening (Sellers Ave to Byron Hwy.)	\$9,044,000	37%	30%	\$1,004,000
12	Sellers Ave Widening (Delta Road to Chestnut Street)	\$8,890,000	37%	24%	\$789,000
13	Sellers Ave Widening (Main Canal to Marsh Creek)	\$5,390,000	37%	60%	\$1,197,000
14a ³	Byron Highway Widening (Delta Road to Chestnut Street)	\$11,561,000	37%	56%	\$2,395,000
14b ³	Byron Highway Widening (Chestnut Street to SR 4)	\$11,217,000	37%	62%	\$2,573,000
14c ³	Byron Highway Widening (SR 4 to Camino Diablo)	\$8,220,000	37%	20%	\$608,000
15	Camino Diablo Widening (Vasco Road to Byron Hwy.)	\$10,431,000	37%	11%	\$425,000
16	Knightsen Ave / Delta Road Intersection Improvements	\$1,594,000	100%	37%	\$590,000
17	Byron Highway/ Camino Diablo Intersection Improvements	\$3,499,000	100%	14%	\$490,000
18	Byron Highway/ Point of Timber Intersection Improvements	\$2,271,000	100%	62%	\$1,408,000
19	Sellers Ave / Marsh Creek Road Intersection Improvements	\$657,000	100%	24%	\$158,000
20	Balfour Road / Byron Highway Intersection Improvements	\$1,019,000	100%	77%	\$785,000
21	Sellers Ave / Sunset Road Intersection Improvements	\$1,146,000	100%	34%	\$390,000
22	Sellers Ave / Chestnut Street Intersection Improvements	\$1,180,000	100%	35%	\$413,000
23	Sellers Ave / Balfour Road Intersection Improvements	\$980,000	100%	43%	\$421,000
TOTAL		\$221,071,000			\$33,647,000
Existing Fee Account Balance					\$5,310,000
Total Cost Minus Existing Funds					\$28,337,000
Projected Growth in Trips					3,330
Fee per Trip					\$8,509

Account Status

2013 Fund Balance - \$5,310,000.00

Funds Expended on projects from 2013-2018 - \$4,525,689.17

Revenue generated 2013-2018 - \$3,837,906.06

Fund Balance as of October, 2018 - \$4,199,430.53

III. GOVERNMENT CODE SECTION 66001(d)(1) FINDINGS

(1) Identify the purpose to which the transportation mitigation fees are to be put.

The purpose of the fee program is to fund new development's share of the estimated costs of the transportation improvements identified in the Nexus Study and shown in Table 1 ("Transportation Improvements"), pursuant to Government Code section 66484 and 66484.7. The Transportation Improvements are necessary to meet transportation demands within the ECRAOB by 2030. The transportation mitigation fees will be used to partially or entirely fund the Transportation Improvements identified in the Nexus Study, and included on Table 1, including costs related to planning, engineering, administration, right-of-way acquisition, construction, or any other permits or studies required through the construction process, for the improvements. Project 17 identified in Table 1 has been completed. Project 2 has been partially completed. The projects in Table 1 continue to represent the future needs for the area and are the purpose of the fee program.

(2) Demonstrate a reasonable relationship between the transportation mitigation fees and the purpose for which they are charged.

As further described in the Nexus Study, the transportation mitigation fees are imposed to fund new development's proportional share of the Transportation Improvements that will serve or mitigate the impact of transportation demands caused by new development within the ECRAOB by 2030. New development within the East County Regional Area of Benefit will include new single-family residential and multi-family residential dwelling units, and new commercial/retail, office, and industrial

developments. Each of these types of developments generates vehicle trips at a certain rate. The transportation mitigation fees represent new development's proportional share of the cost of the Transportation Improvements. Each new development project pays its fair share of the cost of the transportation improvements required to accommodate it, based on the number of equivalent dwelling units and trips generated. The transportation mitigation fee for each new development will be calculated based on a factor of the number of peak-hour vehicle trips that will be generated by each new development project, and charged on a per-dwelling-unit, per-square-foot, or per-peak-hour-trip basis. The method of Fee apportionment is based upon industry standard trip generation rates per the Trip Generation Manual published by the Institute of Transportation Engineers.

- (3) Identify all sources and amounts of funding anticipated to complete financing of incomplete transportation improvements identified in the Report.

The Transportation Improvements within the ECRAOB program will be partially funded by AOB fee revenues. Other sources of funding, such as State or Federal aid, or local funding sources such, as Measure J funds or gas tax revenues, will be pursued to complete financing of these projects on a project by project basis.

The rate at which revenue is generated by transportation mitigation fees within the ECRAOB is dependent on the rate of new development. ECRAOB revenue generation, as well as gas tax revenue, and grant funds, drive the timing of construction of the Transportation Improvement because it is anticipated that most improvements will be funded through a combination of all these funding sources.

- (4) Designate the approximate dates on which the funding referred to in paragraph three (3) above is expected to be deposited into the appropriate account or fund.

The rate of revenue for capital improvements can vary based upon the economy and political issues so that the anticipated dates for funding are estimated. The rate of development is dependent on the economy and, thus, influences the rate of ECRAOB

fee collections. Over the last five years approximately \$3,900,000 in ECRAOB fees were collected. Federal, State, and local dollars can also be unpredictable. Historically, the rate of gas tax revenue was relatively constant, but due to reduced revenue resulting from fuel efficient vehicles and pending legislation, it is difficult to predict the rate of matching funds for these projects in the future.

Grant funds are also difficult to predict as local agencies compete for funding. Awards are not assured. Although the rate of funding is unpredictable, a very rough estimate over the next five years for funding of circulation improvements on the ECRAOB project list is approximately \$6,000,000 in public dollars from Local, State and Federal sources plus an estimated \$3,800,000 from ECRAOB. Although a prediction cannot be made with certainty, it is anticipated that the County will receive sufficient ECRAOB and other revenues to complete the following four projects over the next five years:

- Marsh Creek Road Safety Improvements. Marsh Creek Road is a two-lane roadway that is set in a rural area with winding curves, limited sight distance, and narrow shoulders. The roadway serves as a commuter route connecting Central Contra Costa County with East Contra Costa County. As a result, the roadway experiences higher traffic volume and speeds than addressed in the original design of this rural road. For this reason, the county continues to develop safety improvement projects that can increase driver comfort on this roadway.
- Byron Highway at Byer Road – Access Improvements for Excelsior Middle School. A left turn pocket and dual left turn lane along Byron Highway and along the Excelsior Middle School is currently under design and anticipated for construction within the next two years. Excelsior Middle School is a school campus previously named Byron Elementary School.
- Camino Diablo Road between Vasco Road and Byron Highway – Development is currently proposed along Camino Diablo just west of Byron Highway. It is anticipated that there will be necessary mitigations to accommodate this growth which may lead to future road widening to improve level of service.

- Sellers Avenue at Balfour Road – subsequent to the recent Balfour widening project, it is possible that increased demand in the area will lead to identification of needs for intersection improvements. Work related to this project within the next five years will involve planning and community outreach.

IV. GOVERNMENT CODE SECTION 66006(b)(1) INFORMATION FOR FY 2017/2018

(1) A brief description of the type of fee in the account or fund.

The ECRAOB Fee is a development impact fee on new development to fund new development's share of the cost to construct road improvements to serve new developments in the east county area of Contra Costa County. Requiring that all new development pay a road improvement fee will help ensure that they participate in the cost of improving the road system.

(2) The amount of the fee.

The fee rates for FY 2017/2018 as of July 2017:

<u>Land Use type</u>	<u>Fee</u>	<u>Per Unit</u>
Single Family Residential	\$ 9,305	per dwelling unit
Multi-Family Residential	\$ 5,344	per dwelling unit
Office	\$ 6.50	per square foot
Industrial	\$ 3.24	per square foot
Commercial/Retail	\$ 9.38	per square foot
Other	\$ 9,212	per peak-hour trip

(3) The beginning and ending balance of the account or fund.

FY 2017/2018 Beginning Fund Balance - \$3,341,782.77

FY 2017/2018 Ending Fund Balance - \$4,199,430.53

(4) The amount of the fees collected and the interest earned.

Developer Fees Collected - \$ 1,131,985.6

Interest Earned- \$ 60,596.16

- (5) An identification of each public improvement on which fees were expended during the fiscal year and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

<u>Project Name</u>	<u>Fee Expenditures FY 17/18</u>	<u>Fees as Percentage of Total Expenditures</u>
Marsh Creek Road: Traffic Safety Improvements	\$ 54,217.73	10%
Byron Highway/Camino Diablo Interchange	\$ 236,309.32	27%
Byron Highway/Byer Safety Improvement	\$ 43,599.29	32%

- (6) An identification of the approximate date by which the construction of the public improvement will commence if the County determines that sufficient funds have been collected to complete financing on an incomplete public improvement.

<u>Project Name</u>	<u>Date</u>
Marsh Creek Road: Traffic Safety Improvements	Construction anticipated 2019/2020
Byron Highway/Camino Diablo Interchange	Completed
Byron Highway/Byer Safety Improvement	Construction anticipated 2019/2020

- (7) A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and in case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There was no interfund transfer or loan made from the fund.

- (8) The amounts of any refunds under Section 66001€, and any allocations under Section 66001(f).

No refunds have been made to the fund.

V. CONCLUSION

The ECRAOB program has generated revenue representing new development's proportional share of the cost of Transportation Improvements needed to mitigate transportation impacts within the ECRAOB by 2030. Over the past five years, five such projects have been completed using a combination of ECRAOB transportation mitigation fee revenue, Highway Safety Improvement Program (HSIP), and High Risk Rural Road (HRRR) grant programs. Therefore, the County has made reasonable progress in implementing the Transportation Improvements included in the ECRAOB program.

Looking forward to the next five years, it is anticipated that four additional projects will be constructed from the ECRAOB project list with growth's fair share of funding provided by the ECRAOB fund balance. The remainder of funds for the future projects will come from grants and local road funds. The circulation needs for this area as detailed in the October 2012 Nexus Study still remains. The current fund balance will be allocated to the projects listed in Table 1.



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: Accept the 2018 Annual Report for the Iron Horse Corridor Advisory Committee, Alamo, Concord, Danville, Pleasant Hill, San Ramon & Walnut Creek areas.

RECOMMENDATION(S):

ACCEPT the 2018 Annual Report for the Iron Horse Corridor Advisory Committee, as recommended by the Public Works Director, Alamo, Concord, Danville, Pleasant Hill, San Ramon and Walnut Creek areas. (District II and District IV)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Iron Horse Corridor Advisory Committee.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Carl Roner,
925-313-2213

CONSEQUENCE OF NEGATIVE ACTION:

The committee will not be in compliance with Resolution No. 2002/377

ATTACHMENTS

Iron Horse Corridor Advisory Committee 2018 Annual Report

Iron Horse Corridor Advisory Committee 2018 Annual Report

Advisory Body Name: Iron Horse Corridor (IHC) Advisory Committee

Advisory Body Meeting Time/Locations:

Committee meets quarterly at 4:30 p.m., at various locations.

Chair: Harry Sachs

Staff Person: Carl J. Roner, Senior Civil Engineer

Reporting Period: January 2018 through December 2018

Activities

The Committee met four times between January 1, 2018 and December 31, 2018. The Committee reviewed on a number of potential corridor projects, and monitored the IHC Trust Fund financials.

Meeting and Working Session Attendance/Representation

<u>Representative</u>	<u>Name(s)</u>	<u>Attendance</u>
District II At-Large	Robert Combs	25% - 2 meetings
District IV At-Large	Andrew Bryant	75% - 3 meetings
Alamo	Ann Struthers (newly appointed)	25% - 1 meeting
Concord	Dan Mackay	75% - 2 meetings
Danville	Stewart Proctor	75% - 4 meetings
EBRPD	Dan Cunning	100% - 2 meetings
Pleasant Hill	Shana Holden (newly appointed)	50% - 1 meeting
San Ramon	Harry Sachs	100% - 4 meetings
Walnut Creek	Lesley Hunt	100% - 4 meetings

Work Program

Task 1: Review and comment on the Iron Horse Corridor Budget

The committee receives a quarterly update of Iron Horse Corridor Trust Fund revenues and expenditures. The committee will review the budget and make recommendations.

Suggested completion date: ongoing

Task 2: Review and comment on Project Status Log

The committee receives a log of active projects in the Iron Horse Corridor and their status at quarterly advisory committee meetings. The committee will review the log and provide comments.

Suggested completion date: ongoing

Iron Horse Corridor Advisory Committee 2018 Annual Report

Task 3: Miscellaneous Items

During 2018 the committee reviewed the following proposed items:

- Proposed PG&E vegetation management and tree replacement program.
- Maintenance of Walden Green II.
- Proposed Alameda County Water District trail signage.
- EBRPD Trail Paving Project.
- City of San Ramon Bollinger Canyon Road Overcrossing.
- Iron Horse Corridor Active Transportation Study.
- EBRPD E-Bike Pilot Program.

Suggested completion date: ongoing as needed

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Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: December 18, 2018

Subject: Delegation of Authority to Apply for Grants of Less Than \$1 Million to Benefit County Airports

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to submit to Federal, State and local agencies applications for grants valued at \$1 million or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport. Final acceptance of grant funds will continue to be subject to Board approval.

FISCAL IMPACT:

There is no impact on the County General Fund. Any match-funding required of a grant will be fully funded by the Airport Enterprise Fund.

BACKGROUND:

The County's two airports are eligible for various Federal, State and local grants that are available for airport-related design, planning, construction, and equipment. The period of time during which applications

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Russell Milburn (925)
681-4200

cc:

BACKGROUND: (CONT'D)

must be submitted for many of these grants is typically very short. In fact, the window of opportunity for submitting an application is often less than the time required to obtain Board approval to submit the application. As a result, the County is missing out on grant opportunities. For example, the County was recently unable to submit an application for two emergency generators that could have been used at Buchanan Field and at Byron Airport to enable administrative offices to remain operational during power failures, because the time period for submitting applications was only two weeks.

In an effort to expand the grant opportunities available to County airports, staff recommends that authority be delegated to the Director of Airports, or his designee, to apply for grants valued at \$1,000,000 or less that relate to the design, planning, or construction of airport improvements, or the acquisition of equipment to be used at an airport. Any match-funding required of a grant will be fully funded by the Airport Enterprise Fund. Authority to accept any grants that are awarded will continue to reside with the County's Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

If authority to apply for grants valued at \$1 million or less is not delegated to the Director of Airports, or his designee, the County's airports will continue to miss opportunities to apply for grant funds for which they are eligible. The inability to apply for certain grants limits the funding available to improve Buchanan Field Airport and Byron Airport.



**Contra
Costa
County**

To: Board of Supervisors
From: Supervisor Diane Burgis & Supervisor Karen Mitchoff
Date: December 18, 2018

Subject: Intent to Explore Testing of Unmanned Aerial Systems at County Airports

RECOMMENDATION(S):

AUTHORIZE the Director of Airports to explore the risks and benefits of entering into a Memorandum of Agreement with two private entities, Dronecode and 3DR Government Service (Private Entities), to enable the Private Entities to test unmanned aerial systems (UAS) at one or both County airports to enable the Federal Aviation Administration to evaluate the efficacy of having UAS perform certain airport inspections. Any Memorandum of Agreement would be submitted to the Board of Supervisors for approval.

FISCAL IMPACT:

There is no impact on the County General Fund. Airport staff time and County Counsel staff time will be charged to the Airport Enterprise Fund.

BACKGROUND:

On November 8, 2017, the Department of Transportation, through the Federal Aviation Administration (FAA), announced the establishment of the Unmanned Aircraft Systems (UAS) Integration Pilot Program (IPP). The Program was established to encourage State, local and tribal governments, in partnership with UAS operators and other private sector stakeholders, to conduct advanced operations safely and with public support in affected communities. It was envisioned that these

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Mark Goodwin (925)
252-4500

cc:

BACKGROUND: (CONT'D)

partnerships and operations would in turn assist the Federal Government in establishing future UAS regulations. Interested parties were given a short turnaround time of November 28, 2017 to declare interest in the program.

On November 14, 2017, the Board approved and authorized the County to submit a notice of intent to the Federal Aviation Administration (FAA) indicating their interest and intent to submit an application to partner with the U.S. Department of Transportation in their UAS testing program. On January 16, 2018, the Board ratified the executive of a Letter of Intent between the County and the California Department of Technology to participate in an FAA-sponsored UAS IPP test program.

Recently, Dronecode and 3DR Government Services (Private Entities) approached Contra Costa County with the desire to test the accuracy of a UAS program they have developed for use by the FAA in performing inspections of an airports TERPS, which stands for Terminal Instrument Procedures. An airports TERPS and associated electronic equipment are used by aircraft to safely land during nighttime and inclement weather operations. Dronecode and 3DR have proposed this TERPS test program to the Federal Aviation Administration (FAA) as an alternative to their typical inspection process at airports in the United States. They are projecting significant cost savings, reduction in community noise impacts, and improved safety. Dronecode produces software for UAS, using “open-source” coding that is intended to result in a standardized methodology for communicating with UAS. 3DR Government Services produces UAS systems and services for government projects.

Currently, TERPS inspections occur at 3 to 5-year intervals. The infrequency of the inspections is the result of the FAA having to use a jet or turbo-propeller aircraft to perform TERPS calibration testing. Using these types of aircraft means that the test is expensive (approximately \$10,000 per test) and noisy (producing a lot of complaints from nearby residents). If the test could be performed by a UAS, the FAA and or Airport staff would be able to perform the test more frequently, resulting in improved safety for pilots and the general public.

If the County agrees to allow one or both of its airports to be used by the Private Entities to perform tests of the subject UAS, the County will enter into a Memorandum of Agreement (MOA) with the Private Entities. The MOA will require the Private Entities to share the data gathered as a result of the tests with the FAA. There will be little short-term benefit to the County for partnering on this project. However, the County would benefit if the tests conducted by the Private Entities lead to an increase in the frequency of TERPS and a reduction in the noise and pollution that currently result from TERPS. Additionally, in the long-term, the County is expected to benefit by establishing a partnership with the FAA so that other UAS programs within the County could be expedited through the FAA approval process.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not participate as a partner in enabling the FAA to evaluate new technology.

ATTACHMENTS

Federal Register -UAS Integration Pilot Program

SUSQUEHANNA RIVER BASIN COMMISSION

Commission Meeting

AGENCY: Susquehanna River Basin Commission.

ACTION: Notice.

SUMMARY: The Susquehanna River Basin Commission will hold its regular business meeting on December 8, 2017, in Annapolis, Maryland. Details concerning the matters to be addressed at the business meeting are contained in the **SUPPLEMENTARY INFORMATION** section of this notice.

DATES: The meeting will be held on Friday, December 8, 2017, at 9 a.m.

ADDRESSES: The meeting will be held at the Loews Annapolis Hotel, Windmill Point Room (second floor of Powerhouse Building), 126 West St., Annapolis, MD 21401.

FOR FURTHER INFORMATION CONTACT: Jason E. Oyler, General Counsel, 717-238-0423, ext. 1312.

SUPPLEMENTARY INFORMATION: The business meeting will include actions or presentations on the following items: (1) Informational presentation of interest to the Lower Susquehanna Subbasin area; (2) resolution concerning FY2019 federal funding of the Groundwater and Streamflow Information Program; (3) resolution adopting amendments to Commission's By-laws; (4) ratification/approval of contracts/grants; (5) rulemaking action to codify in the Commission's regulations and strengthen the Commission's Access to Records Policy providing rules and procedures for the public to request and receive the Commission's public records; (6) report on delegated settlements; and (7) Regulatory Program projects.

The Regulatory Program projects and the final rulemaking were the subject of a public hearing conducted by the Commission on November 2, 2017, notice for which was published in 82 FR 46343, October 4, 2017, and 82 FR 47407, October 12, 2017, respectively.

The public is invited to attend the Commission's business meeting. Comments on the Regulatory Program projects and the final rulemaking were subject to a deadline of November 13, 2017. Written comments pertaining to other items on the agenda at the business meeting may be mailed to the Susquehanna River Basin Commission, 4423 North Front Street, Harrisburg, Pennsylvania 17110-1788, or submitted electronically through <http://www.srbcc.net/pubinfo/publicparticipation.htm>. Such

comments are due to the Commission on or before December 1, 2017. Comments will not be accepted at the business meeting noticed herein.

Authority: Pub. L. 91-575, 84 Stat. 1509 *et seq.*, 18 CFR parts 806, 807, and 808.

Dated: November 2, 2017.

Stephanie L. Richardson,
Secretary to the Commission.

[FR Doc. 2017-24240 Filed 11-7-17; 8:45 am]

BILLING CODE 7040-01-P

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

Unmanned Aircraft Systems Integration Pilot Program—Announcement of Establishment of Program and Request for Applications

AGENCY: Federal Aviation Administration (FAA), Department of Transportation (DOT).

ACTION: Notice of the establishment of the Unmanned Aircraft Systems (UAS) Integration Pilot Program and request for applications.

SUMMARY: Through the FAA, the DOT announces a new pilot program that encourages State, local, and tribal governments, in partnership with UAS operators and other private sector stakeholders, to conduct advanced operations safely and with public support in affected communities. State, local, and tribal governments, and any partnered stakeholders, with guidance from the FAA, will propose and define these operational concepts and determine how to manage them at the local level under the safety oversight role of the FAA. All organizations interested in applying or participating must follow the procedures set forth in the agency's Screening Information Request (SIR), which is described later in this document.

DATES: Interested State, local, or tribal governments must declare an intent to participate in the Program no later than November 28, 2017.

ADDRESSES: Interested governments may request FAA/UAS Program Portal (Portal) access via email to 9-AWA-UASIPP@faa.gov as detailed in the SIR (SIR DTFWA-18-R-00001) available at <http://faaco.faa.gov>.

FOR FURTHER INFORMATION CONTACT: For general Program questions, Mr. Earl Lawrence, Director, Unmanned Aircraft Systems Integration Office, 490 L'Enfant Plaza SW., Suite 7225, Washington, DC 20024, telephone (844) 359-6982, email 9-AWA-UASIPP@faa.gov; or, for solicitation questions, Mr. Gavin Byrne,

Manager, AAQ-220, Automation Contracts Branch, Federal Aviation Administration, 800 Independence Avenue SW., Washington, DC 20591, telephone (844) 359-6982, email 9-AWA-UASIPP@faa.gov.

SUPPLEMENTARY INFORMATION:

I. Background

Purpose and Objectives

The DOT announces a new pilot program that will accelerate existing UAS integration plans by working to solve technical, regulatory, and policy challenges, while enabling advanced UAS operations in select areas subject to ongoing safety oversight and cooperation between the Federal government and applicable State, local, or tribal jurisdictions. In a memorandum dated October 25, 2017, the President declared that it is the policy of the United States to promote the safe operation of UAS and enable the development of UAS technologies and their use in agriculture, commerce, emergency management, human transportation, and other sectors.¹ The President directed the Secretary to establish a pilot program under which State, local, and tribal governments can submit proposals to the Secretary to test and evaluate the integration of civil and public UAS operations into the low-altitude NAS. The Program announced in this document implements this national policy under the FAA's general authority to develop plans and policy for the use of the navigable airspace. 49 U.S.C. 40103(b).

Consistent with the Presidential Memorandum, the DOT has established four objectives for the Program: (1) To accelerate the safe integration of UAS into the NAS by testing and validating new concepts of beyond visual line of sight operations in a controlled environment, focusing on detect and avoid technologies, command and control links, navigation, weather and human factors; (2) to address ongoing concerns regarding the potential security and safety risks associated with UAS operating in close proximity to human beings and critical infrastructure by ensuring that operators communicate more effectively with Federal, State, local, and tribal law enforcement to enable law enforcement to determine if a UAS operation poses such a risk; (3) to promote innovation in and development of the United States unmanned aviation industry, especially in sectors such as agriculture, emergency management, inspection

¹ A link to the Presidential Memorandum can be found on the FAA's Web site www.faa.gov/uas.

services, and transportation safety, in which there are significant public benefits to be gained from the deployment of UAS; and (4) to identify the most effective models of balancing local and national interests in UAS integration.

We are looking for visionary participants to demonstrate effective ways to meet these Program objectives, which will help the DOT to achieve the broader national policy objective of full UAS integration and United States leadership in unmanned aviation and automated technology. Never losing sight that safety is our highest priority, we expect this program to provide valuable data to assist us in enabling the UAS industry to thrive and safely share the airspace.

Specifically, the Program will forge deep working relationships between the private sector and State, local, and tribal governments to conduct a variety of advanced operational testing under controlled criteria managed at a local level with FAA oversight. Applicants are expected to demonstrate advances in technological capabilities or operational concepts and means of communication with the public and law enforcement agencies. By ensuring safety through appropriate mitigations, the FAA intends to evaluate and approve advanced operations beyond those currently permitted today. The FAA will use the data provided by the Program to advance the overall state of the industry, including the development of enabling regulations that will increase other types of routine drone operations, such as: (1) Beyond line-of-sight flights—e.g., for pipeline inspections in remote areas and search and rescue operations; (2) operations over human beings—such as newsgathering or public safety; and (3) package delivery, including the delivery of consumer goods and medical supplies. The operational experience gained through these partnerships will be used to enable the FAA to more quickly authorize operations that currently require special permission and will inform future policy development to help expand this burgeoning industry. The Program has a number of short- and long-term benefits for the participants, the DOT, and the public. Activities under the Program will:

- Accelerate the use and standardization of low-altitude UAS operations;
- provide immediate opportunities to accelerate commercial-use concepts of operations such as: Commerce, photography, emergency management, agricultural support, infrastructure

inspections, package delivery, and others;

- identify and help resolve operational barriers to expanded UAS operations; and
- foster community participation to provoke meaningful dialogue on balancing local and national interests in UAS integration.

The DOT will use the data collected and experience gained over the course of this Program to:

- Identify and resolve technical challenges to UAS integration;
- address airspace use to safely and efficiently integrate all aircraft;
- inform operational standards and procedures to improve safety (e.g., detect and avoid capabilities, navigation and altitude performance, and command and control link);
- inform FAA standards that reduce the need for waivers (e.g., for operations over human beings, night operations, and beyond visual line of sight (BVLOS)); and
- address competing interests regarding UAS operational expansion, safety, security, roles and responsibilities of non-federal government entities, and privacy issues.

Program Overview

Any State, local, or tribal jurisdiction (as the Lead Applicant) is eligible to apply to participate in the Program. The jurisdiction may partner with one or more private sector stakeholders or other government agencies (such as law enforcement) to assist in carrying out its obligations under this Program. The success of the Program will depend on the mutually beneficial partnerships between UAS operators, including private sector operators, and the local jurisdictions where the projects will take place. Any project partnerships must be established prior to the Lead Applicant's completing its application.

The first step will be for interested State, local, or tribal governments to submit a notice of intent to participate. Private sector stakeholders that are interested in participating, as well as jurisdictions that have not identified a program partner, may submit a request to be added to an Interested Parties list which the FAA will publish on its Web site at faaco.faa.gov. Interested parties can use this list to help identify suitable partners. All jurisdictions that submit a notice of intent will receive an invitation to apply, but no jurisdiction may submit an application for participation without first submitting a notice of intent.

The DOT will evaluate all applications received in accordance with the SIR and select a minimum of

five for participation. Once an application is selected, the Lead Applicant will enter into a Memorandum of Agreement (MOA) with the FAA. The MOA will establish the responsibilities of the parties, describe the concept of operations to be undertaken, establish any data sharing requirements, and assure that no Federal funds are available for Program participation. The MOAs will expire at the end of the Program unless the FAA terminates or extends them.

Examples of possible Program proposals:

- An agricultural State and several of its municipalities desiring to explore with stakeholders how UAS could be used to assist farmers in reducing costs (e.g., checking crops for insects or disease, counting spring calves, or checking fences for damage without having to walk or drive along them—cost reductions would be identified in advance and measured).
- A State partnering with a UAS operator seeking to take advantage of the public benefits of, and the cost savings associated with, utilizing UAS for bridge inspections.
- A city working with a UAS operator to tap the novel capabilities of UAS to support critical government activities in emergency management planning and response, and also limiting UAS operations within designated altitudes within airspace over the jurisdiction and specifying maximum speed of flight over specified areas.
- To facilitate development and innovation of commercial UAS within the community, a city partnering with stakeholders to establish a dedicated drone-port or an asset in drone technology research designed to attract business.
- A county or multi-county industrial development authority wishing to position itself as a national destination for the development of a drone-operator workforce to support the emerging drone industry in the United States.
- A municipality interested in utilizing UAS for local emergency management, disaster response, or law enforcement operations.
- A city or county working with a UAS manufacturer and or a hard goods retailer to develop and test operational concepts for the delivery of goods via UAS to businesses and homes under various scenarios and conditions.

These examples are just a sampling of possible opportunities under this Program. The fundamental purpose of this Program is to provide an opportunity for stakeholders to identify and propose a broad spectrum of innovative and beneficial concepts of

operations, and models of local management, for UAS operations subject to FAA oversight. Accordingly, we look to Lead Applicants to submit applications showing us how their innovative technological and operational use cases can push the boundaries of what is possible today.

How To Apply

Notice of Intent. Any State, local, or tribal government seeking to participate in the Program must submit a notice of intent November 28, 2017, to apply. Eligible jurisdictions include State, local, or tribal transit agencies, port authorities, metropolitan planning organizations (MPOs), police departments, other political subdivisions of State or local governments, and multi-State or multi-jurisdictional groups applying through a single point of contact. The DOT encourages prospective applicants to work closely with all relevant State and local law enforcement agencies that would serve in the identified project areas and consider including them as project partners.

Prospective applicants may submit a notice of intent before establishing a project partnership. The DOT encourages jurisdictions to submit a notice of intent even if they are unsure of their commitment to participate because there are no penalties for this submission. Jurisdictions and private sector stakeholders also may submit a request to be added to an Interested Parties list. The FAA will publish this list on its Web site at faaco.faa.gov to facilitate the formation of partnerships between jurisdictions and private sector stakeholders. To provide the widest opportunity for participation in this Program, the DOT encourages jurisdictions and private sector stakeholders to submit a notice of interest as early as possible even if the entity is uncertain of its desire to participate.

Prospective applicants must submit a notice of intent by November 28, 2017, to be considered in this round of applications. The DOT has established a short deadline for notices of intent in view of the short timeframes in the Presidential Memorandum to begin integration of UAS under this Program. Instructions for this submission, which is a formatted email, are included in the SIR (SIR DTFWA-18-R-00001) available at <http://faaco.faa.gov>. The DOT will not consider an application in this round unless the Lead Applicant has submitted a notice of intent within the applicable timeframe; however, the DOT will offer an opportunity for jurisdictions to submit notices of intent

in a subsequent round as resources allow.

The DOT will invite each eligible applicant that submitted a notice of intent to submit an application to participate through the FAA/UAS Program Portal (with a username and password). Any project partnerships must be formalized and documented before an application is finalized and submitted to the FAA.

Application Submission. As detailed in the SIR, the FAA/UAS Program Portal will be open for submissions through January 4, 2018. An application would include, for example, the following information:

1. Identification of the airspace to be used, including shape files and altitudes;
2. description of the types of planned operations;
3. identification of stakeholder partners to test and evaluate planned operations;
4. identification of available infrastructure to support planned operations;
5. description of experience with UAS operations and regulations;
6. description of existing UAS operator and any other stakeholder partnerships and experience;
7. description of plans to address safety, security, competition, privacy concerns and community outreach.

The applicant may request reasonable time, place and manner limitations² on low-altitude UAS operations within its jurisdiction to facilitate the proposed development and testing of new and innovative UAS concepts of operations in addition to other selection criteria. The FAA will require jurisdictions to ensure that any time, place and manner limitations, including those adopted through means such as legislation or regulation, include self-implementing provisions that automatically terminate those restrictions upon the termination of the MOA. Monitoring and enforcement of any limitations enacted

² Examples of reasonable time limitations may include prohibiting flight during specified morning and evening rush hours or only permitting flight during specified hours such as daylight hours, sufficient to ensure reasonable airspace access. Reasonable place limitations may include designated take-off and landing zones, limiting operations over moving locations or fixed site public road and parks, sidewalks or private property based on zoning density, or other land use considerations. Reasonable manner limitations may include requiring notice to public safety or zoning/land use authorities prior to operating, limiting UAS operations within designated altitudes within airspace over the jurisdiction; specifying maximum speed of flight over specified areas; prohibiting operations in connection with community or sporting events that do not remain in one place (e.g., parades, running events); or mandating equipment.

pursuant to this pilot project would be the responsibility of the jurisdiction, but the FAA retains the authority to enforce Federal law.

The DOT may select among complete applications on a rolling basis and may exclude from consideration any incomplete applications. Once a proposal is selected, within five days, the Lead Applicant must be prepared to enter into a MOA with the FAA governing the terms of its participation in the Program. After the first five applicants have entered into MOAs, the DOT will continue to evaluate proposals as resources permit.

II. Selection Criteria

In making determinations, the DOT will evaluate whether applications meet or exceed the following criteria contained in the Presidential Memorandum:

1. Overall economic, geographic, and climatic diversity of the selected jurisdictions;
2. overall diversity of the proposed models of government involvement;
3. overall diversity of the UAS operations to be conducted;
4. the location of critical infrastructure;
5. the involvement of commercial entities in the proposal and their ability to advance objectives that may serve the public interest as a result of further integration of UAS into the NAS;
6. the involvement of affected communities in, and their support for, participating in the Program;
7. the commitment of the governments and UAS operators involved in the proposal to comply with requirements related to national defense, homeland security, and public safety and to address competition, privacy and civil liberties concerns; and
8. the commitment of the governments and UAS operators involved in the proposal to achieve the following policy objectives:

- a. Promoting innovation and economic development;
- b. enhancing transportation safety;
- c. enhancing workplace safety;
- d. improving emergency response and search and rescue functions; and
- e. using radio spectrum efficiently and competitively.

Lead Applicants are encouraged to identify which of the above criteria and agency objectives they meet and how.

III. Memorandum of Agreement

Once selected, a Lead Applicant would become a Lead Participant. Lead Participants would be required to enter into a Memorandum of Agreement (MOA) pursuant to the FAA's authority

under 49 U.S.C. 106(l)(6). The MOA would establish the terms of participation in the Program and would identify the respective rights and responsibilities of both the FAA and the Lead Participant. A sample MOA can be found at faaco.faa.gov. The FAA expects to negotiate MOAs tailored to the specifics of each Lead Participant's proposal.

The Lead Participant will establish a process to meaningfully and effectively notify the local community about and garner its support for the proposed operations and any related limitations on UAS operations within the local airspace. The Lead Participant will, at a minimum, place this information on a publicly accessible Web site, which will be referenced on the FAA Web site at www.faa.gov.

Lead Participants will engage in periodic exchanges with the FAA relating to the purposes of the project, including discussing and sharing the results of and experiences with the expanded UAS capability. Lead Participants will adhere to privacy policies specified in the MOA. Each Lead Participant will bear its own costs; no Federal Government funds will be provided through the MOA.

Upon signing, the MOA will not include the transfer of any authority for airspace management or access. However, a purpose of the Program is to explore concepts for shared Federal/State/local management of the NAS. Any approval of airspace use will be handled in accordance with existing procedures.

The Lead Participant will share data with the FAA resulting from its development and testing of the concepts of operations consistent with the terms of the MOA. Such data will enable the FAA to study the effects of UAS integration into the NAS. In the case where the Lead Participant has established a time, place, or manner limitation on low-altitude UAS operations, data collected would support the FAA's efforts to assess the relative effectiveness of various technologies and operational aspects of the safe integration of UAS into the NAS, as well as the economic benefits provided by the UAS operations.

The FAA will provide a means for the Lead Participant and stakeholder partners to submit confidential or proprietary data concerning their operations. However, any operational data and general experience obtained through the partnerships will be available to the public.

The FAA may terminate the MOA for any reason. The Lead Participant may terminate the MOA, subject to

meaningful and effective notice to the affected community or population.

Issued in Washington, DC, on November 1, 2017.

Daniel K. Elwell,

Deputy Administrator.

[FR Doc. 2017-24126 Filed 11-2-17; 4:15 pm]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

[Summary Notice No. PE-2017-90]

Petition for Exemption; Summary of Petition Received

AGENCY: Federal Aviation Administration (FAA), DOT.

ACTION: Notice of petition for exemption received.

SUMMARY: This notice contains a summary of a petition seeking relief from specified requirements of Federal Aviation Regulations. The purpose of this notice is to improve the public's awareness of, and participation in, this aspect of the FAA's regulatory activities. Neither publication of this notice nor the inclusion or omission of information in the summary is intended to affect the legal status of the petition or its final disposition.

DATES: Comments on this petition must identify the petition docket number involved and must be received on or before November 20, 2017.

ADDRESSES: Send comments identified by docket number FAA-2017-1053 using any of the following methods:

- *Federal eRulemaking Portal:* Go to <http://www.regulations.gov> and follow the online instructions for sending your comments electronically.

- *Mail:* Send comments to Docket Operations, M-30; U.S. Department of Transportation (DOT), 1200 New Jersey Avenue SE., Room W12-140, West Building Ground Floor, Washington, DC 20590-0001.

- *Hand Delivery or Courier:* Take comments to Docket Operations in Room W12-140 of the West Building Ground Floor at 1200 New Jersey Avenue SE., Washington, DC, between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays.

- *Fax:* Fax comments to Docket Operations at 202-493-2251.

Privacy: In accordance with 5 U.S.C. 553(c), DOT solicits comments from the public to better inform its rulemaking process. DOT posts these comments, without edit, including any personal information the commenter provides, to <http://www.regulations.gov>, as

described in the system of records notice (DOT/ALL-14 FDMS), which can be reviewed at <http://www.dot.gov/privacy>.

Docket: Background documents or comments received may be read at <http://www.regulations.gov> at any time. Follow the online instructions for accessing the docket or go to the Docket Operations in Room W12-140 of the West Building Ground Floor at 1200 New Jersey Avenue SE., Washington, DC, between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays.

FOR FURTHER INFORMATION CONTACT:

Deana Stedman, AIR-673, Federal Aviation Administration, 1601 Lind Avenue SW., Renton, WA 98057-3356, email deana.stedman@faa.gov, phone (425) 227-2148; or Alphonso Pendergrass, ARM-200, Office of Rulemaking, Federal Aviation Administration, 800 Independence Avenue SW., Washington, DC 20591, email alphonso.pendergrass@faa.gov, phone (202) 267-4713.

This notice is published pursuant to 14 CFR 11.85.

Issued in Renton, Washington, on November 2, 2017.

Victor Wicklund,

Manager, Transport Standards Branch.

Petition for Exemption

Docket No.: FAA-2017-1053.

Petitioner: Airbus.

Section of 14 CFR Affected:

§ 25.981(a)(3).

Description of Relief Sought: Airbus requests relief from 14 CFR 25.981(a)(3) for a period of 18 months to allow incorporation of a design change for A350-900 airplane models. The design change is a software upgrade to enhance the standard of the hydraulic engine driven pump, in production and retrofit.

[FR Doc. 2017-24268 Filed 11-7-17; 8:45 am]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

Agency Information Collection

Activities: Requests for Comments; Clearance of Renewed Approval of Information Collection: Aviation Insurance

AGENCY: Federal Aviation Administration (FAA), DOT.

ACTION: Notice and request for comments.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, FAA invites public comments about our intention to request the Office of



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: Claims

RECOMMENDATION(S):

DENY Claims filed by Erika Demshar, Jeannie Atienza, Edgar Calderon Avalos, Kristin Casas, Jearhamel Fanaro (2), Josef Vesely and Greta Bertek, and Ryan Wright. DENY amended claim filed by Backcountry.com, LLC and CSAA Insurance, a subrogee of Ryan T. Wells.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Jeannie Atienza: Personal injury claim for wrongful death resulting from use of force by Sheriff's deputies in an amount to exceed \$25,000. Edgar Calderon Avalos: Personal injury claim by former jail inmate for over-detention and illegal transfer in an unlimited amount. Kristin Casas: Property claim for damage to car from wet paint in undisclosed amount. Erika Demshar: Property claim for damage to pavers due to street re-paving in the amount of \$2,437.50 Jearhamel Fanaro: Personal injury claim for injuries sustained in custody in an unlimited amount. Ian Robb: Property claim for damage to tires due to street re-paving in the amount of \$2,794.50 Josef Vesely & Greta Bertek: Personal injury claim for damages caused by alleged medical malpractice in unknown

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Scott Selby
925.335.1400

cc:

BACKGROUND: (CONT'D)

amount. BACKCOUNTRY.COM, LLC: Amended claim for indemnification in an unknown amount by co-defendant in on-going litigation arising out of bicycle accident. CSAA Insurance, a subrogee of Ryan T. Wells: Amended property claim for damage to vehicle in pending amount arising out of motor vehicle accident involving County employee.



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: December 18, 2018

Subject: Discharge From Accountability For Library Patron Accounts

RECOMMENDATION(S):

AUTHORIZE the discharge from accountability the balances on Library patron accounts from the period 1995-2018 estimated to total \$5,800,100.

FISCAL IMPACT:

The estimated amount of account balances to be discharged is \$5,800,100. Of this amount 73% is the value of materials, not cash outstanding. These account balances cover multiple years from 1995 to 2018. There is no impact on the General Fund.

BACKGROUND:

The County Librarian and County Library Commission recommended changes to the library fines and charges schedule policy, entitled *Project Equitable Access*. Contra Costa County Library goals include ensuring that everyone has easy, equitable access to library services. Following a public hearing on Tuesday, December 11, 2018, the Board of Supervisors approved resolution 2018/556 adopting the new Contra Costa County Library Fines and Charges Schedule that will no longer include daily fines for overdue items.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Melinda Cervantes,
925-608-7700

cc:

BACKGROUND: (CONT'D)

In a recent survey of Contra Costa County Library customers, respondents overwhelmingly identified “Cost of Living” as the most pressing concern in their communities. The Government Alliance on Race and Equity (GARE) recently published an *Issue Brief on Advancing Racial Equity in Public Libraries*, and identified library fines as a form of “structural racism,” pointing out that people who have difficulty paying fines experience negative consequences that include being blocked from library and computer use, or being reported to a collections agency. Supporting Parents in Early Literacy through Libraries (SPELL) research reveals that library fines and fees are barriers preventing low-income families from using public libraries. Other libraries in California that have recently eliminated overdue library fines include San Diego Public Library and Berkeley Public Library.

Communities in Contra Costa County with the largest amount of uncollectable debt include Antioch, Concord, Pleasant Hill, Pittsburg and San Pablo. The impact of fines on youth patron accounts alone prevents access to library materials and perceived access to all library services; kids and parents stop using the library. Of the 132,000 registered children and teen library cards, 43% currently owe a balance on their library accounts. Approximately 21,000 youth patron cards are blocked at a critical time in their lives when they most need access.

Overdue library material fines and library material replacement charges make up approximately 2% of the library’s budgeted revenue. Since FY 2013-14 revenue from fines and charges decreased by 31%. During this same period, circulation of ebooks and other e-resources have increased 128%. E-resources are already fine free and benefit those with greater access to technology.

Contra Costa County Library’s *Project Equitable Access* resets the library’s relationship with the public, inviting people to return to the library and take advantage of all that is offered. With the elimination of late fines it's anticipated that there will be a significant increase in the circulation of library materials and the number of active cardholders.

Approval of the recommended action will allow the Library to eliminate patron account balances and to purge inactive patron account files from the Library’s computer system thereby creating an accurate inventory of patron accounts. This action will remove barriers to access, and implement Project Equitable Access.

The Library will conduct an aggressive outreach effort to current and former library cardholders through the print and broadcast media, social media, schools, outreach events and via emails to encourage all to visit their closest library, get a new library card or reactivate an expired card, and return books and other materials without penalty. *Project Equitable Access* will offer a “fresh start” to children, teens and adults in Contra Costa County.

In accordance with Administrative Bulletin 207.7, Relief of Shortages and Account Collections, it is recommended that the Board of Supervisors approve the request to discharge from accountability the balances on Library patron accounts from the period 1995-2018 estimated to total \$5,940,000.

The Library confirms the patron account records are true and correct, and are made on patron account information within the Library’s computer system. The likelihood of collection does not warrant the expense involved, nor does it support the intention of the Board of Supervisors approved Resolution No. 2018/556.

Per the Public Records Act (Protection of Library Records), (Government Code Title 1, Division 7, Chapter 3.5, Section 6267, patron use records shall remain confidential.

CONSEQUENCE OF NEGATIVE ACTION:

The Library's patrons accounts will continue to carry account balances and continue to be a barrier to access, and Project Equitable Access will not be implemented.

ATTACHMENTS

Library Account Balances

CARLX - Total Patron Accounts with Balances Owed by Year

YEAR	ACCOUNTS	OWED
1995	19	\$57.73
1996	126	\$428.15
1997	219	\$718.05
1998	399	\$1,087.03
1999	898	\$3,001.20
2000	1,316	\$5,115.93
2001	1,755	\$7,912.60
2002	10,450	\$191,916.94
2003	14,935	\$260,618.36
2004	17,443	\$276,202.77
2005	19,360	\$303,817.68
2006	19,949	\$295,731.82
2007	21,632	\$343,262.03
2008	23,202	\$361,620.80
2009	25,018	\$385,064.95
2010	25,223	\$364,996.03
2011	25,784	\$359,161.59
2012	25,926	\$359,387.92
2013	26,120	\$361,304.26
2014	25,923	\$337,669.51
2015	26,141	\$343,445.70
2016	25,222	\$329,990.23
2017	29,781	\$326,669.01
2018	41,943	\$580,878.85
Total	408,784	\$5,800,059.14



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: ACCEPT Board members meeting reports for November 2018

RECOMMENDATION(S):

ACCEPT Board members meeting reports for November 2018.

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 V has 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: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Joellen Bergamini
925.335.1906

cc:

ATTACHMENTS

District II November 2018 Report

District III November 2018
Report

District I November 2018 Report

District IV November 2018
Report

Supervisor John Gioia**November – 2018 Monthly Meeting Statement**

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, etc.).

Supervisor did not seek reimbursement from the County for any meetings that he attended in his capacity as a County Supervisor during the month of November, 2018.

Supervisor Candace Andersen – Monthly Meeting Report *November 2018*

Date	Meeting	Location
1	CCCTA	Lafayette
1	CCCSWA	Walnut Creek
1	Mayors Conf	Orinda
3	Hap Magee creek clean up	Danville
5	SWAT	Moraga
6	Board of Supervisors	Martinez
7	CCCERA	Concord
8	East Bay EDA	Walnut Creek
8	TWIC	Martinez
11	Veterans event	Walnut Creek
12	Veterans events	Moraga/Danville
13	Board of Supervisors	Martinez
14	LAFCO	Martinez
15	CCCTA	Concord
15	TRAFFIX	San Ramon
15	ABAG	San Francisco
16	Lafayette Community event	Lafayette
27	Lafayette Reception	Lafayette
28	CCCERA	Concord
29	East Bay EDA	Oakland
30	SRV Mental Health	San Ramon

Supervisor Diane Burgis - November 2018 AB1234

(Government Code Section 53232.3(d) requires that members legislative attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
1-Nov	Tour BAART Clinic	Antioch
1-Nov	Meals on Wheels Diablo Region Volunteer Appreciation Event	Brentwood
1-Nov	Byron Family Park Ribbon Cutting	Byron
2-Nov	Phone Meeting with Delta Counties Coalition	Brentwood
2-Nov	Celebrating the Spirit of East County Seniors Walk	Antioch
2-Nov	Family Justice Center Meeting	Concord
3-Nov	Fontana Youth Foundation	Antioch
5-Nov	Legislation Committee Meeting	Martinez
5-Nov	Delta 6 Meeting	Oakley
5-Nov	Leshner Speaker Series Event	Walnut Creek
6-Nov	Board of Supervisors Meeting	Martinez
6-Nov	Meeting with Supervisor Mitchoff and County Staff	Martinez
7-Nov	Reentry Leadership Summit	Antioch
7-Nov	Meeting with County Administrator, David Twa	Martinez
7-Nov	CSB Annual Board of Supervisor and Policy Council Joint Meeting	Concord
7-Nov	Mental Health Commission Meeting	San Ramon
8-Nov	The 8th Annual EastBay Philanthropy Awards	Danville
8-Nov	Meeting with Hospital Council	Brentwood
8-Nov	Meeting with Tri-Valley San Joaquin Valley Regional Rail Authority	Brentwood
8-Nov	Meeting with Antioch City Manager, Ron Bernal	Brentwood
8-Nov	Meeting with Health Care Coalition	Brentwood
9-Nov	Delta Counties Coalition Meeting	Sacramento
11-Nov	Antioch Veterans Day Ceremony	Antioch
11-Nov	City of Oakley's 7th Annual Veterans Day Ceremony	Oakley
13-Nov	Board of Supervisors Meeting	Martinez
13-Nov	Contra Costa County Fire Protection District Meeting	Martinez
13-Nov	Housing Authority Meeting	Martinez
13-Nov	NACo International Economic Development Task Force Phone Meeting	Brentwood
14-Nov	Commanders Call Event	Brentwood
14-Nov	LAFCO Meeting	Martinez

15-Nov	Annual Industrial Association Supervisor's Luncheon	Pleasant Hill
15-Nov	Constituent Meeting	Brentwood
15-Nov	Delta Protection Commission Meeting	West Sacramento
19-Nov	Safe Drug Back Media Event	Brentwood
19-Nov	Meeting with Antioch Mayor, Sean Wright	Brentwood
19-Nov	Constituent Meeting	Brentwood
19-Nov	Meeting with Public Defenders Office	Brentwood
20-Nov	Police Chief Thorsen's Retirement Celebration Event for the City of Oakley	Oakley
27-Nov	Tri-Delta Transit APTA Leadership Summit	Washington D.C.
28-Nov	Tri-Delta Transit APTA Leadership Summit	Washington D.C.
29-Nov	Tri-Delta Transit APTA Leadership Summit	Washington D.C.

* Reimbursement may come from an agency other than Contra Costa County

Report

bodies report on meetings
meals, lodging, etc).

Purpose

Business Meeting

Community Outreach

Community Outreach

Business Meeting

Community Outreach

Business Meeting

Community Outreach

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**Supervisor Karen Mitchoff
November 2018**

DATE	MEETING NAME	LOCATION	PURPOSE
11/05/18	Legislation Committee	Martinez	Decisions on agenda items
11/06/18	Board of Supervisors Meeting	Martinez	Decisions on agenda items
11/07/18	BAAQMD Board Meeting	San Francisco	Decisions on agenda items
11/07/18	CCTA Planning Committee	Walnut Creek	Decisions on agenda items
11/08/18	EBLC's Philanthropy Awards	Danville	Community Outreach
11/08/18	TRANSPAC	Pleasant Hill	Decisions on agenda items
11/08/18	TWIC Committee	Martinez	Decisions on agenda items
11/09/18	ABAG Administrative Committee	San Francisco	Decisions on agenda items
11/09/18	DCC Supervisor and Staff Workshop	Sacramento	Water Advocacy
11/11/18	Walnut Creek Veterans Day Ceremony	Walnut Creek	Community Outreach
11/13/18	Board of Supervisors Meeting	Martinez	Decisions on agenda items
11/14/18	Delta Conservancy	Galt	Water Advocacy
11/14/18	CCTA Board Meeting	Walnut Creek	Decisions on agenda items
11/15/18	Industrial Association's Luncheon	Pleasant Hill	Community Outreach
11/15/18	ABAG Finance Committee	San Francisco	Decisions on agenda items
11/26/18	Travel to Oakland Airport	Oakland	Fly to CSAC Annual Conference
11/30/18	Travel from Oakland Airport	Oakland	Return from CSAC Annual Conf.



Contra Costa County

To: Board of Supervisors
From: PUBLIC PROTECTION COMMITTEE
Date: December 18, 2018

Subject: Ordinance No. 2018-30 amending the County Ordinance Code Chapter 26-6 to dissolve the Delinquency Prevention Commission

RECOMMENDATION(S):

ADOPT Ordinance No. 2018-30 amending the County Ordinance Code Chapter 26-6 to dissolve the Delinquency Prevention Commission and make technical changes to Chapter 26-6.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In February 2018, the Board of Supervisors referred to the Public Protection Committee (the Committee) a review of the production of the County's Multi-Agency Juvenile Justice Plan, which included a review of advisory bodies that provide juvenile justice oversight. The Committee identified two County advisory bodies, the Delinquency Prevention Commission (DPC) and the Juvenile Justice Coordinating Council (JJCC), that have been charged with similar duties. The Committee recommended that the JJCC assume the obligations and duties of the DPC and that the DPC be dissolved to avoid confusion, duplication of efforts, and to ensure that any delinquency prevention initiative is evaluated in tandem with other juvenile justice initiatives from a policy and funding perspective.

The DPC is a multiagency

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Paul Reyes,
925-335-1096

cc:

BACKGROUND: (CONT'D)

advisory body charged with coordinating county-based juvenile delinquency prevention initiatives. Like the DPC, the JJCC is also a multiagency advisory body. The JJCC, however, is charged with creating and maintaining the comprehensive County Juvenile Justice Plan, which is composed of a number of critical parts, including coordinating county-based juvenile delinquency prevention initiatives. The Juvenile Justice Plan also includes recommendations on the allocations of funds from the Youthful Offender Block Grant and Juvenile Justice Crime Prevention Act.

To ensure that the delinquency prevention initiatives are evaluated in tandem with other juvenile justice initiatives from a policy and funding perspective, the Committee recommended the dissolution of the DPC and that the JJCC assume the duties of coordinating juvenile delinquency prevention initiatives through the annual multi-agency juvenile justice planning process.

On December 4, 2018, the Board introduced Ordinance No. 2018-30 amending the County Ordinance Code Chapter 26-6 to dissolve the DPC and adopted Resolution No. 2018/597 increasing the size of the JJCC to 19 members and designating the JJCC to coordinate county-wide juvenile delinquency prevention activities. Adoption of Ordinance No 2018-30 will effectuate the dissolution of the DPC.

CONSEQUENCE OF NEGATIVE ACTION:

The County will continue to have two advisory bodies that are charged with overlapping duties, one of which is appointed by the Contra Costa County Superior Court.

ATTACHMENTS

Ordinance No. 2018-30

ORDINANCE NO. 2018-30

AN ORDINANCE AMENDING CHAPTER 26-6 OF THE COUNTY ORDINANCE CODE TO REPEAL THE DELINQUENCY PREVENTION COMMISSION

The Contra Costa County Board of Supervisors ordains as follows:

SECTION I. Summary.

This Ordinance amends Chapter 26-6 of the County Ordinance Code to fully dissolve the Delinquency Prevention Commission, and to revise and bring current an outdated citation to the California Welfare and Institutions Code under which the Probation Department is designated as the department to coordinate county-based juvenile delinquency prevention initiatives.

SECTION II. Findings and Purpose.

- A. Ordinance No. 1959 established the Delinquency Prevention Commission of Contra Costa County, codified in Section 26-6.004 (prior code § 2231) and Section 26-6.006 (prior code § 2232) of Chapter 26-6 of the County Ordinance Code.
- B. This Ordinance dissolves the Delinquency Prevention Commission by repealing both Section 26-6.004 and Section 26-6.006 of the County Ordinance Code, and by changing the title of Chapter 26-6 from “DELINQUENCY PREVENTION COMMISSION” to “DELINQUENCY PREVENTION.”
- C. This Ordinance also corrects an outdated statutory citation in Section 26-6.002.

SECTION III. Section 26-6.002 of the County Ordinance Code is amended to read:

26-6.002 - Probation department assistance.

Pursuant to Section 232 of the Welfare and Institutions Code, the Probation Department under the Probation Officer is hereby designated as the department to cooperate with and assist in coordinating on a county-wide basis the work of those community agencies engaged in activities designed to prevent juvenile and adult delinquency. (Ord. 2018-30 § 3; Ord. 1959; Ord. 1666; prior code § 2230).

SECTION IV. Section 26-6.004 of the County Ordinance Code is repealed in its entirety.

SECTION V. Section 26-6.006 of the County Ordinance Code is repealed in its entirety.

SECTION VI. The title of Chapter 26-6 is amended to read:

DELINQUENCY PREVENTION

SECTION VII. Effective Date. This Ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in the County of Contra Costa.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: DAVID J. TWA,

Clerk of the Board of Supervisors
and County Administrator

Board Chair

By:

Deputy

[SEAL]



**Contra
Costa
County**

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: December 18, 2018

Subject: REAPPOINT Rose Chait to the District IV Seat on the Countywide Bicycle Advisory Committee

RECOMMENDATION(S):

REAPPOINT the following individual to the District IV Seat on the Countywide Bicycle Advisory Committee:

Rose Chait
Walnut Creek, CA 94596

FISCAL IMPACT:

None.

BACKGROUND:

The committee provides input to the County and the cities of the County on bicycle projects for Transportation Development Act (TDA) funds to construct bicycle/pedestrian projects and also provides advice to cities and the County on bicycle planning matters. The committee consists of sixteen members. One representative from each of the five Supervisorial districts, one representative from eight bicycle organizations that use the roads in Contra Costa County. One representative from the Mayor's Conference, the East Bay Regional Park District and the bicycle industry. The California Highway Patrol and Superintendent of Schools serve as resources only. The qualifications for membership on the committee are to live or work in the County. Each representative should designate an alternate who much also live or work in the County.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Lisa Chow, (925)
521-7100

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Medical Staff Appointments and Reappointments – November 2018

RECOMMENDATION(S):

APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their November 19, 2018 meeting, and by the Health Services Director.

FISCAL IMPACT:

Not applicable.

BACKGROUND:

The Joint Commission on Accreditation of Healthcare Organizations has requested that evidence of Board of Supervisors approval for each Medical Staff member will be placed in his or her Credentials File. The above recommendations for appointment/reappointment were reviewed by the Credentials Committee and approved by the Medical Executive Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Regional Medical and Contra Costa Health Centers' medical staff would not be appropriately credentialed and not be in compliance with the Joint Commission.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Jaspreet Benepal,
925-370-5101

cc: Marcy Wilhelm

ATTACHMENTS

Attachment

A. New Medical Staff Members

Handly, Neal, MD	Emergency Medicine
Mogel, Greg, MD	Diagnostic Imaging
Nguyen, My-Linh, MD	Obstetrics & Gynecology
Norton, David, DO	Psychiatry/Psychology
Prasad, Amitha, MD	Psychiatry/Psychology
Rayikanti, Ruth, MD	Psychiatry/Psychology

B. Application for Staff Affiliation

Dulan, Nilka, CNM	Obstetrics & Gynecology
Rivera, Iraida, FNP	DFAM

C. Request for Additional Privileges

	<u>Department</u>	<u>Requesting</u>
Hickey, Nicole, MD	Internal Medicine	Internal Medicine
Murguia, Sandra, FNP	OB/GYN	OB/GYN
Mekuria, Sefanit, MD	Pediatrics	Pediatrics
Swarzenski, Barbara, MD	Psychiatry/Psychology	Psychiatry/Psychology

D. Travis Resident-DFAM

Bauer, Jennifer, MD	DFAM
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E. Advance to Non-Provisional

Blackman, Jenny, FNP	DFAM
Hollander, Kaitlin, MD	Hospital Medicine
Holsenbeck, Linton, MD	Psychiatry/Psychology
Lawton, Christopher, MD	Diagnostic Imaging (vRad)
Matthews, Zakee, MD	Psychiatry/Psychology
Travis, Talitha, MD	Diagnostic Imaging (vRad)

F. Biennial Reappointments

Barger, Joseph, MD	DFAM	Admin
Beadles, Kevin, MD	Surgery-Ophthalmology	A
Bliss, Judith, MD	Obstetrics/Gynecology	A
Boutros, Shadi, DDS	Dental	A
Das, Shweta, MD	Pathology	A
Gynn, Michael, MD	Surgery-General	A
Hiner, Sharon, MD	Internal Medicine	A
Keating, Liam, MD	Surgery-ENT	A
Miller, Margaret, MD	Psychiatry/Psychology	A
Schwartz, David, MD	Psychiatry/Psychology	C
Tang, Edward, MD	Surgery-Orthopedics	A
Tsui, Cynthia, MD	Internal Medicine-Nephrology	C
Van Handel, Mark, MD	Internal Medicine-Neurology	A
Wang, Lili, MD	Internal Medicine	A
Yaretskiy, Arkadiy, MD	Psychiatry/Psychology	C

G. Biennial Renew of Privileges

Longoria, Anthony, NP	DFAM	AFF
Moghaddam, Amennah, NP	DFAM	AFF
Murguia, Sandra, FNP	DFAM	AFF
Pak, Lauren, NP	Pediatrics	AFF

H. Voluntary Application Withdraw

Brown, Ian, MD	Anesthesia
Ko, Grant, MD	Psychiatry/Psychology
Wymes, Michael, MD	Psychiatry/Psychology

I. Voluntary Resignations

Bland, Gerard, MD	Emergency Medicine
Johns, Jeffery, MD	Psychiatry/Psychology
Singh, Sunpreet, MD	Psychiatry/Psychology
Kumar, Pradeep, MD	Psychiatry/Psychology



**Contra
Costa
County**

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: December 18, 2018

Subject: APPOINTMENT TO THE ALAMO POLICE SERVICES ADVISORY COMMITTEE

RECOMMENDATION(S):

REAPPOINT the following individual to the Appointee 6 seat on the Alamo Police Services Advisory Committee for a two-year term with an expiration date of December 31, 2020, as recommended by Supervisor Candace Andersen:

David Dolter

Alamo, CA 94507

REASSIGN the following individual from the 1st Alternate seat to the Appointee 1 Seat on the Alamo Police Services Advisory Committee for a two-year term with an expiration date of December 31, 2020.

Joseph Rubay

Alamo, CA 94507

DECLARE a vacancy in the 1st Alternate Seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:

NONE

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor

Candace Andersen, District II Supervisor

Diane Burgis, District III Supervisor

Karen Mitchoff, District IV Supervisor

Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Jill Ray 925-957-8860

cc: District 2 Supervisor, Maddy Book, APSAC, Appointees

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 Committee is comprised of nine regular members and two alternates who each serve a two year term.

CONSEQUENCE OF NEGATIVE ACTION:

The APSAC will fail to meet quorum requirements.

CHILDREN'S IMPACT STATEMENT:

NONE



**Contra
Costa
County**

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: December 18, 2018

Subject: APPOINTMENT TO THE COUNTY SERVICE AREA P-5 CITIZENS ADVISORY COMMITTEE

RECOMMENDATION(S):

APPOINT the following individuals to the indicated seats on the County Service Area P-5 Citizens Advisory Committee for two-year terms with an expiration date of December 31, 2020, as recommended by Supervisor Candace Andersen:

☒ APPROVE
 ☐ OTHER
☐ RECOMMENDATION OF CNTY ADMINISTRATOR
 ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
 Candace Andersen, District II Supervisor
 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Jill Ray 925-957-8860

cc: District 2 Supervisor, Maddy Book, CSA P5 CAC, Appointees, Appointees

RECOMMENDATION(S): (CONT'D)

Appointee 1
Gordon Ball
Alamo, CA 94507

Appointee 6
Jason Dudum
Alamo, CA 94507

Appointee 7
Robert Besse
Alamo, CA 94507

Move the following individual from the Appointee 5 Seat to the Round Hill Country Club Seat on the Alamo Police Services Advisory Committee, and DECLARE a vacancy in the Appointee 5 Seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Candace Andersen:

Mark Cordone
Alamo, CA 94507

FISCAL IMPACT:

NONE

BACKGROUND:

Established on April 18, 1972, by Resolution Number 72/257, the purpose of the County Service Area P-5 Citizen Advisory Committee is to act as a liaison between the citizens of the P-5 Police District and the Office of the Sheriff of Contra Costa County by: Advising the Board of Supervisors and the Office of the Sheriff of the community's needs and desires regarding police protection; Promoting public safety in the areas of home safety, traffic safety, vacation security and crime prevention through the neighborhood watch program; and maintaining oversight of expenditures of the public funds accruing in the P-5 Police District.

CONSEQUENCE OF NEGATIVE ACTION:

The seats will become vacant and effect quorum.

CHILDREN'S IMPACT STATEMENT:

NONE



**Contra
Costa
County**

To: Board of Supervisors

From: INTERNAL OPERATIONS COMMITTEE

Date: December 18, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE MOSQUITO & VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

RECOMMENDATION(S):

REAPPOINT James Pinckney to the At Large #1 seat on the Contra Costa Mosquito & Vector Control District Board of Trustees to a new four-year term ending on January 2, 2023.

FISCAL IMPACT:

No fiscal impact to the County.

BACKGROUND:

The Contra Costa Mosquito & Vector Control District was established in 1986 through the consolidation of two such districts. The boundaries of the current District are all of Contra Costa County. The District provides Countywide public health services through the control of mosquitoes, rats, skunks, yellowjackets and other vectors. Of the 22 members of the Board of Trustees, the Board of Supervisors appoints three to represent the unincorporated area. The Internal Operations Committee (IOC) screens the nominations for the three County seats.

On January 2, 2017, the term of office of the At Large 1 seat will expire. A new appointment to the seat may be made for either two or four years, at the discretion of the Board of Supervisors.

☐ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

BACKGROUND: (CONT'D)

The IOC initiated a four-week recruitment on October 15, 2018. No applications were received. However, incumbent James Pinckney (Alamo) notified the Committee that he is interested in continuing to serve. The IOC approved Mr. Pinckney's reappointment on December 10, 2018. Attached is Mr. Pinckney's 2012 application for consideration.

ATTACHMENTS

Press Release_Mosquito Vector Control

Candidate Application_James Pinckney_MVCD



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.co.contra-costa.ca.us

Media Release

FOR IMMEDIATE RELEASE

Monday, October 15, 2018

Contact:

Julie DiMaggio Enea

Phone:

(925) 335-1077

Email:

julie.enea@cao.cccounty.us

WOULD YOU LIKE TO SERVE ON THE CONTRA COSTA MOSQUITO & VECTOR CONTROL DISTRICT BOARD OF TRUSTEES ?

The Contra Costa Mosquito & Vector Control District was established in 1986. The boundaries of the current District are all of Contra Costa County. The District provides Countywide public health services through the control of mosquitoes, rats, skunks, yellowjackets and other vectors. This is important to prevent the transmission of disease and to minimize vector population outbreaks, which would interfere with recreational, residential, agricultural, and industrial activities. The District Board of Trustees meets on the second Monday of every other month at 7 p.m. in Concord.

The County is recruiting for volunteers to fill one vacancy. The term of office is four years, ending on January 2, 2023. The County Board of Supervisors will make the appointment. Contra Costa residents 18 or older are encouraged to apply. The District provides an expense stipend of \$100 per month conditioned upon meeting attendance.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or by visiting the County webpage at www.co.contra-costa.ca.us. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553 no later than Friday, November 16, 2018 by 5 p.m. Applicants should plan to be available for public interviews in Martinez on Monday, December 10, 2018. More information about the Contra Costa Mosquito & Vector Control District can be obtained by visiting the District's website at <http://www.contracostamosquito.com/>.

###



Contra
Costa
County



For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Re-APPOINTMENT

CONTRA COSTA MOSQUITO & VECTOR CONTROL

TRUSTEE

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	PINCKNEY	JAMES	STAFFORD
	(Last Name)	(First Name)	(Middle Name)
2. Address:	ALAMO CA 94507		
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:			
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:			

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved MASTERS - MBA

	Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
				Semester	Quarter		
A)	SAN JOSE STATE	ECONOMICS	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	1968
B)	ST MARY'S	MBA	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MBA	1973
C)			Yes No <input type="checkbox"/> <input type="checkbox"/>				
D)	Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
	BROWN / ETHICS		2 HR - 11-5-12	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1988</div> <div>CURRENT</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>20+</div> <div></div> Hrs. per week <div>-</div> . Volunteer <input checked="" type="checkbox"/> (VARY'S)</p>	<p>Title <div>TRUSTEE -</div> Employer's Name and Address <div></div></p>	<p>Duties Performed <div>CURRENT AUDIT chair.</div> <div>PREVIOUS FINANCE COMMITTEE chair</div></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1998</div> <div>2009</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>10+</div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>MANAGING DIRECTOR</div> Employer's Name and Address <div>MARSH.</div></p>	<p>Duties Performed <div>ACCOUNT EXEC</div></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1978</div> <div>1998</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>20+</div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>SVP</div> Employer's Name and Address <div>Johnson + Higgins</div></p>	<p>Duties Performed <div>ACC'T EXEC</div></p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div></div> Employer's Name and Address <div></div></p>	<p>Duties Performed <div></div></p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other CURRENT TRUSTEE & AUDIT chair

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name

Date:

11-3-12

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

Completed ALL TRAINING
#4 11-5-12 PER AB 1234
#5 Form 700 Filed



**Contra
Costa
County**

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: December 18, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE PUBLIC LAW LIBRARY BOARD OF TRUSTEES

RECOMMENDATION(S):

REAPPOINT Dean E. Barbieri to the Member of the Bar seat on the Public Law Library Board of Trustees to a new one-year term expiring on December 31, 2019.

FISCAL IMPACT:

No fiscal impact. Trustees serve with no compensation.

BACKGROUND:

In June, the IOC reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed by a Board subcommittee. The Resolutions further permit a Board Committee to select a screening committee to assist in interviewing applicants for appointment. Upon review of the eligible seats, the IOC made a determination that it would conduct interviews for the Member of the Bar seat of the Law Library Board of Trustees, among other seats.

The Public Law Library Board of Trustees was established by State law and County Ordinance to maintain a law library in Martinez and a branch library in Richmond. The Board of Trustees is the governing body

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

BACKGROUND: (CONT'D)

for the Law Library with the authority to determine personnel, fiscal, and administrative policies to fulfill the legal information needs of the community. The Internal Operations Committee annually reviews the appointment to the Member of the Bar seat, which term expires each December 31.

Staff opened a four-week recruitment for the Member of the Bar seat (see attached media release) on October 15 and received one application from incumbent Dean E. Barbieri, whose letter of interest and resume are attached hereto. The IOC considered Mr. Barbieri's candidacy on December 10, 2018 and recommends his reappointment.

ATTACHMENTS

Press Release_Law Library 2018

Letter of Interest_Dean Barbieri_Law Library

Candidate Application_Dean Barbieri_Law Library



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.co.contra-costa.ca.us

Media Release

FOR IMMEDIATE RELEASE

Monday, October 15, 2018

Contact: Julie DiMaggio Enea
Phone: (925) 335-1077
Email: julie.enea@cao.cccounty.us

WOULD YOU LIKE TO SERVE ON THE CONTRA COSTA COUNTY PUBLIC LAW LIBRARY BOARD OF TRUSTEES ?

The Contra Costa County Board of Supervisors is seeking applicants for the Public Law Library Board of Trustees. The Board of Trustees was established pursuant to State law and County Ordinance to maintain a law library in Martinez and a branch library in Richmond. The Board of Trustees is the governing body for the Law Library with the authority to determine personnel, fiscal, and administrative policies to fulfill the legal information needs of the community. County residents who are members of the State Bar and have an interest in public policy and library administration are encouraged to apply for this non-paid volunteer opportunity. The County Board of Supervisors will appoint to fill one vacancy for a one-year term ending on December 31, 2019. The Board of Trustees normally meets on the last Thursday of the month at 12:15 p.m. in Martinez.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or by visiting the County webpage at www.co.contra-costa.ca.us. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553 no later than Friday, November 16, 2018 by 5 p.m. Applicants should plan to be available for public interviews in Martinez on Monday, December 10, 2018. More information about the Contra Costa Public Law Library can be obtained by calling Carey Rowan at (925) 646-2783 or visiting the Law Library website at <http://www.cccplib.org>.

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JOHN F. KENNEDY UNIVERSITY
An Affiliate of the National University System

COLLEGE OF LAW

October 31, 2018

Contra Costa County Board of Supervisors
651 Pine Street
Martinez, CA 94553

RE: Contra Costa County Public Law Library Board of Trustees

Dear Members of the Board of Supervisors:

Please accept this letter as my request for reappointment to the Contra Costa County Public Law Library Board of Trustees. I was appointed to the board by the Board of Supervisors in 2017 and have been elected Vice-President of the Board of Trustees. I have thoroughly enjoyed my service on this board and hope to continue in 2019.

Law libraries have always been a subject about which I am passionate. Since 2010, I have served as the Dean of the John F. Kennedy University College of Law, a position which includes governance of the JFK University's law library. In addition, I have a long history of public service to the people of Contra Costa County.

During the last decade, the Contra Costa County Public Law Library has faced serious budget deficits, despite increasing demands for service by our users. Yet, the Board of Trustees and staff are committed to providing the highest quality of service possible to our users. I certainly share that commitment and look forward to meeting the challenges that the new year will bring. Most of all, I want to be part of the wonderful work done by this Board of Trustees in making access to justice available to everyone.

Thank you for your consideration of my application. If you have any questions or need further information, please do not hesitate to contact me.

Sincerely,

Dean E. Barbieri
Dean, College of Law



JOHN F. KENNEDY UNIVERSITY

An Affiliate of the National University System

COLLEGE OF LAW

November 21, 2017

Contra Costa County Board of Supervisors
Office of the Clerk of the Board
651 Pine Street
Martinez, CA 94553

Re: Contra Costa County Public Law Library Board of Trustees

Dear Members of the Board of Supervisors:

I would like to be considered for appointment to the upcoming vacancy on the Contra Costa County Public Law Library's Board of Trustees.

As my Curriculum Vitae reflects, since 2010 I have served as Dean of the John F. Kennedy University College of Law where I am responsible for all aspects of law school operations, including the campus law library. I hope to bring to the Contra Costa County Public Law Library Board of Trustees my experience in law library management gained through my first-hand experience with governance of the JFK University law library, as well as my 37 years of experience in the field of law.

I have been a member of The State Bar of California since 1980. During this period I worked with the State Bar for more than a decade in a variety of capacities, including in the areas of development, administration and grading of the California Bar Examination, as well as serving as the State Bar's representative on the Governing Board of Continuing Education of the Bar.

I have served on a variety of boards and commissions and have held public office, most notably as Mayor of the City of Piedmont from 2010-2012. My practice of law has been augmented by extensive problem-solving work in the field of mediation and arbitration.

It would be an honor to serve the people of Contra Costa County by being a member of the law library's Board of Trustees. As you are well aware, all California county law libraries are presently facing serious economic constraints, and I would look forward to the challenge and opportunity of working with the board and library staff towards solutions of such problems.

Contra Costa County Board of Supervisors
November 21, 2017
Page 2

Thank you for your consideration, and I would be pleased to provide such further information as may be needed.

Sincerely,

A handwritten signature in blue ink that reads "Dean E. Barbieri". The signature is written in a cursive style with a large initial 'D' and 'B'.

Dean E. Barbieri

Dean E. Barbieri

Piedmont, California 94611

PROFESSIONAL EXPERIENCE

John F. Kennedy University, Senior Vice President for Academic Affairs, 2013-2017 and Dean of the College of Law, 2010-present

- As SVPAA, chief academic officer for all University colleges and programs.
- As Dean, responsible for all phases of college operation, and faculty and staff performance.
- Member, Law School Council of the State Bar of California.

The State Bar of California, Office of Admissions, San Francisco, CA, 2001-2010 Director for Examinations

- Responsible for development of the California Bar Examination and the California First-Year Law Students' Examination.
- Management, oversight and supervision of examination drafting teams comprised of law school deans, professors and practicing attorneys.
- Extensive interaction with California law school administrators, faculty and students in matters associated with law school accreditation and regulation, bar examination and admission to practice matters.
- Acting Director, Moral Character Determinations.
- Regular speaker on bar examination, accreditation and education matters to law school faculty and administrators, law students and bar admissions administrators.
- Continuing Education of the Bar (CEB), Governing Board Member 2005-2010.
- Member, National Conference of Bar Examiners Education Committee and Uniform Bar Examination Committee.
- Council of Bar Admissions Administrators, Chair, Testing Committee.

City of Piedmont, CA, 2004-2012

Mayor, Vice Mayor and City Councilmember

- 2004-Elected to first four-year term, 2008-re-elected to second four-year term.
- 2010-Elected Mayor for two-year term.
- 2008-Elected Vice Mayor.
- Responsible for \$26 million annual balanced budget and negotiation of employment contracts with union, and non-union city personnel and staff.
- Council Liaison to Audit, Pension, Planning, Parks, and Recreation Commissions.
- Member, Piedmont City Council/Piedmont Board of Education Joint Committee.
- Member, numerous regional boards and agencies.
- 1998-2004, Piedmont Recreation Commissioner, Vice Chair 2002-2004.

American Arbitration Association, 1989-present

Mediator and Arbitrator

- Successfully mediated over 300 cases involving business, commercial, construction, contract, personal injury and real estate law matters.
- Sole arbitrator in over 75 cases involving business, commercial, construction, contract, franchise, personal injury, probate and real estate law matters.

First California Real Estate & Mortgage, Alamo, CA, 1998-2001

Broker and General Counsel

- Organized the formation, and served as chief legal counsel, of successful real estate and mortgage loan brokerage firm.
- Originated commercial and residential mortgage loans totaling over \$200 million.

Sellar, Hazard, Snyder, Fitzgerald, McNeely & Alm, Walnut Creek, CA, 1994-1998
Attorney

- Civil litigation and transactional practice with emphasis on ADR, banking, construction, corporate, public entity and real estate matters.
- Firm representative to civic and professional organizations.

Watson, Hoffe and Barbieri, Richmond CA

Partner & Associate, 1981-1994

- Civil litigation and transactional practice with emphasis on ADR, banking, business, commercial, corporate, probate, and real estate law matters.
- Principal outside general counsel to Mechanics Bank.
- Managing partner responsible for firm's hiring and human resources' matters, budget, insurance, library, facilities and IT operations.

The State Bar of California, Office of Admissions, San Francisco, CA, 1982-2000

- Grader for the California Bar Examination and California First-Year Law Students' Examination.
- Adjunct Reappraiser involved with special projects and bar examination development and grading activities.

EDUCATION

University of San Francisco, School of Law, J.D. 1980

University of California, Davis, B.A. Political Science/Public Service 1977

PERSONAL

Member, The State Bar of California, 1980-present

President, Robert G. McGrath American Inn of Court, 2016-present, Member 2011-Present

Member, Board of Directors Contra Costa County Bar Association, 2012-2016

Past President, Rotary Club of Richmond, CA 2001-2002

Member, Rotary Clubs of Richmond, CA and Walnut Creek, CA, 1981-1998

Rotary International District 5160, Chair, Ambassadorial Scholarship Committee 1996-1998; awarded scholarships to college students totaling \$170, 000, annually.



**Contra
Costa
County**

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: December 18, 2018

Subject: RECOMMENDATIONS FOR APPOINTMENT TO THE CONTRA COSTA RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

RECOMMENDATION(S):

REAPPOINT Walter Pease and Bethallyn Black to the Contra Costa Resource Conservation District Board of Directors to new four year terms expiring on November 30, 2022.

FISCAL IMPACT:

No County cost.

BACKGROUND:

Contra Costa Resource Conservation District (RCD) director recruitment is conducted by the County pursuant to a 1998 RCD resolution ordering that all future directors shall be appointed by the County Board of Supervisors in lieu of election (Public Resources Code Section 9314).

The mission of the RCD is to carry out natural resources conservation projects through voluntary and cooperative efforts. The RCD is a non-regulatory agency that works with individuals, growers, ranchers, public agencies, non-profit organizations and corporations to accomplish its mission. The USDA Natural Resource Conservation Service provides technical support for the RCD's programs.

On November 30, 2018, the terms of office for two of the five RCD Director seats expired: Directors 2 and 4. Consequently, the current sitting RCD members are:

•

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

Igor Skaredoff (Martinez)

- Tom Brumleve (Walnut Creek)
- Tom Bloomfield (Brentwood)

Two Director seats remain vacant. Terms of office are four years beginning on December 1.

Following a five-week recruitment, no applications were received. However, the District advised the IOC that the incumbents wish to continue serving and the District Board has nominated by resolution (attached) Walter Pease and Bethallyn Black for reappointment, which was approved by the IOC on December 10, 2018.

ATTACHMENTS

Press Release_CCRCD 2018

CCRCD Resolution Nominating the Reappointment of Incumbents



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.co.contra-costa.ca.us

Media Release

FOR IMMEDIATE RELEASE
Monday, October 15, 2018

Contact: Patty Pell
Phone: (925) 672-4577
Email: ppell@ccrcd.org

WOULD YOU LIKE TO SERVE ON THE CONTRA COSTA RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS?

The Contra Costa Resource Conservation District (CCRCD) has openings for two individuals interested in serving on its Board of Directors. The CCRCD's mission is to facilitate conservation and stewardship of the natural resources in our county. CCRCD is a state legislated special district governed under Division 9 of the CA Public Resources Code which stipulates that Directors must be registered voters in California and:

- 1) Reside within the County and either own real property in the county or have served for two years or more as a CCRCD Associate director
- or
- 2) Be a designated agent of a resident landowner within the County.

Qualified candidates with a demonstrated interest in watershed conservation are encouraged to apply. The County Board of Supervisors will make the two appointments for the four-year term expiring on November 30, 2022.

To obtain an application, please contact Patty Pell at Contra Costa RCD or visit the County webpage at <http://www.co.contra-costa.ca.us/DocumentCenter/View/6433/Application-for-Appointive-bodies?bidId=> Applications must be received by 5:00 p.m. Friday, November 16, 2018 by mail or in person at 5552 Clayton Road, Concord, CA 94521 or emailing the application to ppell@ccrcd.org. More information about the Contra Costa Resource Conservation District can be obtained by visiting www.ccrd.org or by calling Patty Pell at (925) 672-4577.

#####

Resolution No: **2018-03**

WHEREAS, the Contra Costa Resource Conservation District has two directors whose terms of office will expire November 30, 2018:

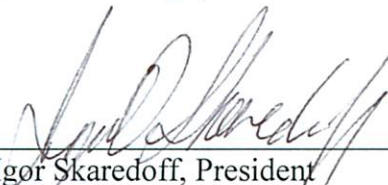
Walter Pease and Bethallyn Black;


And

WHEREAS, the California Public Resources Code states the Contra Costa County Board of Supervisors shall appoint directors to the Contra Costa Resource Conservation District;

NOW, THEREFORE, BE IT RESOLVED that by the authority vested in the Board of Directors of the Contra Costa Resource Conservation District, it is hereby voted on this 30th day of November, 2018 to respectfully recommend the appointment of Walter Pease and Bethallyn Black as directors.

AYES: 3
NOES: 0
~~ABSENT:~~ 2
Recused:


Igor Skaredoff, President
Board of Directors, Contra Costa RCD


Patty Pell
Clerk/Secretary for the Governing Board



**Contra
Costa
County**

To: Board of Supervisors

From: INTERNAL OPERATIONS COMMITTEE

Date: December 18, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE EAST BAY REGIONAL PARKS DISTRICT PARK ADVISORY COMMITTEE

RECOMMENDATION(S):

REAPPOINT Neil Tsutsui to the Board of Supervisors Appointee seat on the East Bay Regional Parks District Park Advisory Committee to a new two-year term that will expire on December 31, 2020.

FISCAL IMPACT:

None. EBRPD Park Advisory Committee members are not compensated.

BACKGROUND:

On December 12, 2000, the Board of Supervisors approved a policy on the process for recruiting applicants for selected advisory bodies of the Board. This policy requires an open recruitment for all vacancies to At Large seats appointed by the Board. The Board also directed that the IOC personally conduct interviews of applicants for At Large seats on several boards, committees, and commissions including the East Bay Regional Parks District (EBRPD) Park Advisory Committee (PAC).

The Park Advisory Committee (PAC) is a 21-member citizens' advisory group appointed by the East Bay Regional Park District Board of Directors. Candidates are nominated by individual Park District Board members and a variety of other public entities, such as the Mayors' Conference, Board of Supervisors, and Special District Chapters of Alameda and Contra Costa Counties.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR ☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Emlyn Struthers, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

BACKGROUND: (CONT'D)

The PAC studies issues and makes recommendations and comments on a spectrum of policy issues, such as grazing, dogs, horses and bikes in parks, the Park District budget, naming park facilities, park land use plans, new concessions, and more. Members are appointed for two-year terms and may serve a total of four consecutive terms, or eight years. Meetings are held monthly in Oakland.

In May 2017, Neil Tsutsui (El Cerrito) was appointed to the Board of Supervisors Appointee seat to complete the unexpired term of the seat vacated by Colin Coffey, when he was appointed to the EBRPD Board of Directors. Mr. Tsutsui's appointment will expire on December 31. Staff initiated a four-week recruitment with the attached press release on October 15. No new applications were received; however, Mr. Tsutsui notified the IOC that he wishes to continuing serving as the Board's appointee to the PAC, and the IOC approved his reappointment on December 10, 2018. Attached is his original application and resume.

ATTACHMENTS

Press Release_East Bay Regional Parks District

Candidate Application_Neil Tsutsui_EBRPD PAC

Neil Tsutsui Resume



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.co.contra-costa.ca.us

Media Release

FOR IMMEDIATE RELEASE

Monday, October 15, 2018

Contact: Julie DiMaggio Enea

Phone: (925) 335-1077

Email: julie.enea@cao.cccounty.us

WOULD YOU LIKE TO SERVE ON THE

EAST BAY REGIONAL PARKS DISTRICT PARK ADVISORY COMMITTEE?

The Contra Costa County Board of Supervisors is seeking an individual who is interested in park land use to represent the County on the East Bay Regional Parks District Park Advisory Committee (PAC). The PAC is a 21-member citizens' advisory group that studies issues and makes recommendations and comments on myriad policy issues, such as grazing, dogs, horses and bikes in parks, the Park District budget, naming park facilities, park land use plans, new concessions, and more.

Members are appointed for two-year terms and may serve a total of four consecutive terms, or eight years. Service is voluntary and members receive no compensation. Meetings are held in the evenings on the fourth Monday of each month at the Park District Headquarters in Oakland.

Application forms for the Contra Costa County seat can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900, or the application can be completed on line by visiting the County website at www.co.contra-costa.ca.us. Applications should be submitted to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553, **no later than 5:00 p.m. on Friday, November 16, 2018**. Applicants should plan to be available for public interviews on Monday, December 10, 2018. Further information about the Park Advisory Committee can be obtained by calling Erich Pfuehler at the East Bay Regional Parks District at (510) 544-2006.

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Application Form

Status: submitted

Profile

This application is used for all boards and commissions

Neil	D	Tsutsui
First Name	Middle Initial	Last Name
<hr/>		
<div>████████████████████</div>		
Email Address		
<hr/>		
<div>████████████████████</div>		
Home Address		Suite or Apt
<hr/>		<hr/>
El Cerrito	CA	94530
City	State	Postal Code
<hr/>		
Mobile: <div>████████████████</div>		
Primary Phone		
<hr/>		
UC Berkeley	Professor: Environmental Science, Policy & Management	Professor
Employer	Job Title	Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Interests & Experiences

Which Boards would you like to apply for?

East Bay Regional Park District's Park Advisory Committee - BOS Appointee

Please describe your interest in serving as a member of the board(s) you have selected and if applicable which seat you are applying for.

I am interested in serving on the East Bay Regional Park District's Park Advisory Committee.

Have you previously served on a government or non-profit board or committee?

I have served on many committees within the University of California system including the: Committee on Ecological Preserve and Open Space committee (UC Irvine), campus-wide Committee on Course of Instruction (UC Berkeley; currently), College of Natural Resources Curriculum committee (UCB; currently), and many others. I have also served on several Research Grant Proposal review committees for the National Science Foundation and the US Dept of Agriculture. I am currently on the editorial board for the scientific journals, Biological Invasions and BMC Ecology.

Please describe how your education, work experience, or other activities have prepared you to serve on the board or commission you have selected.

I am currently a Full Professor in the Department of Environmental Science, Policy and Management, in the College of Natural Resources at UC Berkeley (since 2007). I have a PhD in Ecology, Behavior, and Evolution from UC San Diego, post-doctoral research experience at UC Davis, was previously a Professor of Ecology and Evolution at UC Irvine. I have published 57 peer reviewed research papers, many in the most highly regarded scientific journals. I have broad scientific interest and expertise in the fields of entomology, animal behavior, genetics, genomics, and chemical ecology. I recently served four years as the Vice Chair for Instruction and, since 2007, have held an appointment as Faculty Curator in the UCB Essig Museum of Entomology.

[Tsutsui_CV_032817.pdf](#)

Upload a Resume

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

7/1/2007-present

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Professor

Position Title

Employer's Name and Address

Department of Environmental Science, Policy, and Management College of Natural Resources 130
Mulford Hall, #3114 UC Berkeley Berkeley CA 94720-3114

Duties Performed

Teaching undergraduate and graduate (PhD) courses in Insect Behavior, Environmental Science Forum, Molecular Approaches to Environmental Problem Solving, Conservation & Resource Studies Senior Seminar, and others. Conceived, designed, executed, and published internationally recognized research on honey bee and ant biology.

2nd

7/1/2003-6/31/2007

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Assistant Professor

Position Title

Employer's Name and Address

Dept of Ecology and Evolutionary Biology Steinhaus Hall UC Irvine Irvine CA

Duties Performed

Taught undergraduate courses in Advanced Evolutionary Biology and Social Behavior of Ants, and graduate (PhD) course in Evolutionary Biology. Conceived, designed, executed, and published internationally recognized research on honey bee and ant biology.

3rd

7/1/2000-6/30/2003

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Post-doctoral Scholar

Position Title

Employer's Name and Address

Dept of Evolution and Ecology 1 Shields Ave UC Davis Davis CA

Duties Performed

Conceived, designed, executed, and published research on ant behavior, ecology, pheromone communication.

CURRICULUM VITAE

NEIL DURIE TSUTSUI

University of California, Berkeley
Department of Environmental Science,
Policy & Management
130 Mulford Hall, #3114
Berkeley CA 94720-3114

EMAIL: [REDACTED]

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WEB: [REDACTED]

EDUCATION

Boston University, September 1994
B.A. in Biology, specialization in Marine Science, *with honors*.

University of California, San Diego – Department of Biology
Ph. D. in Biology, September 2000
Dr. Ted J. Case – Thesis advisor

PROFESSIONAL APPOINTMENTS

Professor, 2014-present
Associate Professor, 2009-2014
Assistant Professor, 2007-2009
Vice Chair for Instruction, 2010-2012, 2014-2015
Department of Environmental Science, Policy & Management
University of California, Berkeley

Faculty Curator, 2007-present
Essig Museum of Entomology
University of California, Berkeley

Assistant Professor, 2003-2007
Department of Ecology and Evolutionary Biology
University of California, Irvine

Post-doctoral Associate, 2000-2003
Section of Evolution and Ecology, Center for Population Biology
University of California, Davis
Dr. Richard K. Grosberg – Advisor

PUBLICATIONS

58. Cridland, J., **N. D. Tsutsui**, and S. R. Ramírez. 2017 . The complex demographic history and evolutionary origin of the western honey bee, *Apis mellifera*. GENOME BIOLOGY & EVOLUTION evx009. DOI: <https://doi.org/10.1093/gbe/evx009>
57. Mathis, K. A. and **Tsutsui, N. D.** 2016. Dead ant walking: A myrmecophilous beetle predator uses parasitoid host location cues to selective prey on parasitized ants. PROCEEDINGS OF THE ROYAL SOCIETY OF LONDON, B **283**:20161281.
56. Mathis, K. A. and **Tsutsui, N. D.** 2016. Cuticular hydrocarbon cues are used for host acceptance by *Pseudacteon* spp. phorid flies that attack *Azteca sericeasur* ants. JOURNAL OF CHEMICAL ECOLOGY **42**:286-293.
55. Emery, V. J. and **Tsutsui, N. D.** 2016. Differential sharing of chemical cues by social parasites versus social mutualists in a three-species symbiosis. JOURNAL OF CHEMICAL ECOLOGY **42**:277-285.

54. Torres, C. W. and **Tsutsui, N. D.** 2016. The effect of social parasitism by *Polyergus breviceps* on the nestmate recognition system of its host, *Formica altipetens*. PLOS ONE **11**(2): e0147498.
53. **Tsutsui, N. D.** 2014. Controlling the spread of Argentine ants. VOICE OF THE PCOC. Fall:10-11.
52. Tillberg, C.V, Edmonds, B., Freauﬀ, A., Hanisch, P., Paris, C., Smith, C.R., **Tsutsui, N. D.**, Wills, B.D., Wittman, S.E., and A.V Suarez. 2014. Foraging ecology of the tropical giant hunting ant *Dinoponera australis* (Hymenoptera: Formicidae) – Evaluating mechanisms for high abundance. BIOTROPICA **46**(2):229-237.
51. **Tsutsui, N. D.** 2013. Dissecting ant recognition systems in the age of genomics. BIOLOGY LETTERS **9**:20130416.
50. Lewis V., Moore, S., Tabuchi, R., Sutherland, A., Choe, D.-H. and **N. D. Tsutsui** 2013. Researchers combat the resurgence of bed bug in behavioral studies and monitor trials. CALIFORNIA AGRICULTURE **67**:172-178.
49. Simola, D. F., Wissler, L., Donahue, G., Waterhouse, R.M., Helmkampf, M., Roux, J., Nygaard, S., Glastad, K.M., Hagen, D.E., Viljakainen, L., Reese, J.T., Hunt, B.G., Graur, D., Elhaik, E., Kriventseva, E.V., Wen, J., Parker, B.J., Cash, E., Privman, E., Childers, C.P., Muñoz-Torres, M.C., Boomsma, J.J., Bornberg-Bauer, E., Currie, C., Elsik, C.G., Suen, G., Goodisman, M.A.D., Keller, L., Liebig, J., Rawls, A., Reinberg, D., Smith, C.D., Smith, C.R., **Tsutsui, N.**, Wurm, Y., Zdobnov, E.M., Berger, S.L. and J. Gadau. 2013. Social insect genomes exhibit dramatic evolution in gene composition and regulation while preserving regulatory features linked to sociality. GENOME RESEARCH **23**:1235-1247.
48. Emery, V. J. and **N. D. Tsutsui.** 2013. Recognition in a social symbiosis: Chemical phenotypes and nestmate recognition behaviors of Neotropical parabiotic ants. PLOS ONE **8**(2): e56492.
47. Choe, D.-H., D. B. Villafuerte and **N. D. Tsutsui.** 2012. Trail pheromones of the Argentine ant, *Linepithema humile* (Mayr) (Hymenoptera: Formicidae). PLOS ONE **7**(9):e45016.
46. Johnson, B. R., E. van Wilgenburg, and **N. D. Tsutsui.** 2012. Nestmate recognition in social insects is sometimes more complex than an individual based decision to accept or reject (Commentary). BEHAVIORAL ECOLOGY AND SOCIOBIOLOGY **66**:343-346.
45. Choe, D.-H., S. R. Ramírez and **N. D. Tsutsui.** 2012. A silica gel-based method for extracting insect surface hydrocarbons. JOURNAL OF CHEMICAL ECOLOGY. DOI 10.1007/s10886-012-0074-1.
44. Ramírez, S. R., T. Eltz, M. K. Fujiwara, G. Gerlach, B. Goldman-Huertas, **N. D. Tsutsui** and N. E. Pierce. 2011. Asynchronous diversification in a specialized plant-pollinator mutualism. SCIENCE. **333**: 1742-1746.
43. van Wilgenburg, E., A. Felden, D.-H. Choe, R. Sulc, J. Luo, K. J. Shea, M. A. Elgar and **N. D. Tsutsui.** 2011. Learning and discrimination of cuticular hydrocarbons in a social insect. BIOLOGY LETTERS.
42. Smith, C. R., A. V. Suarez, **N. D. Tsutsui**, S. E. Wittman, B. Edmonds, A. Freauﬀ, and C. V. Tillberg. 2011. Nutritional asymmetries are related to division of labor in a queen-less ant. PLOS ONE **6**:e24011.
41. Johnson, B. R. and **N. D. Tsutsui.** 2011. Taxonomically restricted genes are associated with the evolution of sociality in the honey bee. BMC GENETICS **12**:164.
40. Abbot, P. *et al.* 2011. Inclusive fitness theory and eusociality. NATURE **466**:1057-1062. (Brief communications arising).
39. Suen, G., *et al.* 2011. The genome sequence of the leaf-cutter ant, *Atta cephalotes*, reveals insights into its obligate symbiotic lifestyle. PLOS GENETICS **7**:e1002007.

38. Smith, C. R., *et al.* 2011. A draft genome of the red harvester ant, *Pogonomyrmex barbatus*: a model for reproductive division of labor and social complexity. PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES, USA **108**:5667-5672.
37. Smith, C. D., *et al.* 2011. The draft genome of the globally widespread and invasive Argentine ant (*Linepithema humile*). PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES, USA **108**:5673-5678. * **N. D. Tsutsui** – corresponding author.
36. Johnson, B. R., E. van Wilgenburg, and **N. D. Tsutsui**. 2011. Nestmate recognition in social insects: overcoming physiological constraints with collective decision making. BEHAVIORAL ECOLOGY AND SOCIOBIOLOGY **65**:935-944.
35. Franks, S. J., P. D. Pratt, and **N. D. Tsutsui**. 2010. The genetic consequences of a demographic bottleneck in an introduced biological control insect. CONSERVATION GENETICS **12**:201-211.
34. Ramírez, S. R., T. Eltz, F. Fritsch, R. Pemberton, E. G. Pringle, and **N. D. Tsutsui**. 2010. Intraspecific geographic variation of fragrances acquired by orchid bees in native and introduced populations. JOURNAL OF CHEMICAL ECOLOGY **36**:873-884.
33. van Wilgenburg, E., R. Sulc, K. J. Shea, and **N. D. Tsutsui**. 2010. Deciphering the chemical basis of nestmate recognition. JOURNAL OF CHEMICAL ECOLOGY **36**:751-758.
32. Marsico, T. D., J. W. Burt, E. K. Espeland, G. Gilchrist, M. A. Jamieson, L. Lindstrom, S. Swope, G. Roderick, M. Szucs and **N. D. Tsutsui**. 2010. Underutilized resources for studying the evolution of invasive species during their introduction, establishment and lag phases. EVOLUTIONARY APPLICATIONS **3**:203-219.
31. Vanderhoeven, S., C. Brown, C. Tepolt, **N. D. Tsutsui**, V. Vanparys, S. Atkinson, G. Mahy and A. Monty. 2010. Linking concepts in invasion biology: Network analysis shows what has been studied most and helps identification of knowledge gaps. EVOLUTIONARY APPLICATIONS **3**:193-202.
30. van Wilgenburg, E., C. W. Torres and **N. D. Tsutsui**. 2010. The global expansion of a single ant supercolony. EVOLUTIONARY APPLICATIONS **3**:136-143.
29. Suarez, A. V., T. McGlynn and **N. D. Tsutsui**. 2010. Biogeographic patterns of invasive species. In: Lach, L., C. Parr, and K. Abbott, eds., ANT ECOLOGY, pp. 233-244 (Peer-reviewed book chapter).
28. van Wilgenburg, E., J. Clémencet and **N. D. Tsutsui**. 2010. Experience influences aggressive behaviour in the Argentine ant. BIOLOGY LETTERS **6**:152-155.
27. Brandt, M., E. van Wilgenburg, R. Sulc, K. J. Shea and **N. D. Tsutsui**. 2009. The scent of supercolonies: The discovery, synthesis and behavioral verification of ant colony recognition cues. BMC BIOLOGY **7**:71.
26. Brandt, M., E. van Wilgenburg, and **N. D. Tsutsui**. 2009. Global-scale analyses of chemical ecology and population genetics in the invasive Argentine ant. MOLECULAR ECOLOGY **18**:997-1005.
25. Cooper, M. L., K. M. Daane, E. H. Nelson, L. G. Varela, M. C. Battany, **N. D. Tsutsui**, and M. K. Rust. 2008. Liquid baits manage Argentine ants in coastal vineyards. CALIFORNIA AGRICULTURE **62**:177-183. (Peer-reviewed extension article).
24. Spagna, J. C., A. I. Vakis, S. N. Patek, X. Zhang, C. Schmidt, **N. D. Tsutsui**, and A. V. Suarez. 2008. Phylogeny, scaling, and the generation of extreme forces in trap-jaw ants. JOURNAL OF EXPERIMENTAL BIOLOGY **211**:2358-2368.
23. Suarez, A. V., D. A. Holway and **N. D. Tsutsui**. 2008. Genetics and behavior of a colonizing species: The invasive Argentine ant. AMERICAN NATURALIST **172**:S72-S84.
22. Calcaterra, L. A., Delgado, A. and **N. D. Tsutsui**. 2008. Activity patterns and parasitism rates of fire ant decapitating flies (Diptera: Phoridae: *Pseudacteon* spp.) in their native Argentina. ANNALS OF THE ENTOMOLOGICAL SOCIETY OF AMERICA **101**:539-550.
21. **Tsutsui, N. D.**, A. V. Suarez, Spagna, J. C. and J. S. Johnston. 2008. The evolution of genome size in ants. BMC EVOLUTIONARY BIOLOGY **8**:64.
20. Suarez, A. V.* and **N. D. Tsutsui***. 2008. The evolutionary consequences of biological invasions. MOLECULAR ECOLOGY **17**:351-360. *these authors contributed equally.

19. Torres, C. W.*, M. Brandt and **N. D. Tsutsui**. 2007. The role of cuticular hydrocarbons as chemical cues for nestmate recognition in the invasive Argentine ant (*Linepithema humile*). INSECTES SOCIAUX **54**:363-373. *undergraduate co-author.
18. Calcaterra, L. A., R. Vander Meer, J. P. Pitts, J. P. Livore, and **N. D. Tsutsui**. 2007. Survey of *Solenopsis* fire ants and their parasitoid flies (Diptera: Phoridae: *Pseudacteon*) in central Chile and central western Argentina. ANNALS OF THE ENTOMOLOGICAL SOCIETY OF AMERICA **100**:512-521.
17. Thomas, M. L., C. M. Payne-Makrisa, A. V. Suarez, **N. D. Tsutsui**, and D. A. Holway. 2007. Contact between supercolonies elevates aggression in Argentine ants. INSECTES SOCIAUX **54**: 225-233.
16. Thomas, M., C. M. Payne-Makrisa, A. V. Suarez, **N. D. Tsutsui**, and D. A. Holway. 2006. When supercolonies collide: Territorial aggression in an invasive and unicolonial social insect. MOLECULAR ECOLOGY **15**:4303-4315.
15. The Honeybee Genome Sequencing Consortium. 2006. Insights into social insects from the genome of the honeybee *Apis mellifera*. NATURE **443**:931-949.
14. Whitfield, C. W., S. K. Behura, S. H. Berlocher, A. G. Clark, S. Johnston, W. S. Sheppard, D. Smith, A. V. Suarez, D. Weaver, and **N. D. Tsutsui**. 2006. Thrice out of Africa: Ancient and recent expansions of the honey bee, *Apis mellifera*. SCIENCE **314**:642-645.
13. Thomas, M., **N. D. Tsutsui**, and D. A. Holway. 2005. Intraspecific competition influences the symmetry and intensity of aggression in the invasive Argentine ant. BEHAVIORAL ECOLOGY **16**:672-481.
12. **Tsutsui, N. D.** 2004. Scents of self: The expression component of self/non-self recognition systems. ANNALES ZOOLOGICI FENNICI **41**:713-727.
11. Suarez, A. V. and **N. D. Tsutsui**. 2004. The value of museum collections for research and society. BIOSCIENCE **54**:66-74.
10. **Tsutsui, N. D.**, S. N. Kauppinen*, A. F. Oyafuso*, and R. K. Grosberg. 2003b. The distribution and evolutionary history of *Wolbachia* infection in native and introduced populations of the invasive Argentine ant (*Linepithema humile*). MOLECULAR ECOLOGY **12**:3057-3068. *undergraduate co-author.
9. **Tsutsui, N. D.** and A. V. Suarez. 2003. The colony structure and population biology of invasive ants. CONSERVATION BIOLOGY **17**:48-58.
8. **Tsutsui, N. D.**, A. V. Suarez, and R. K. Grosberg. 2003a. Genetic diversity, asymmetrical aggression, and recognition in a widespread invasive species. PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES, USA **100**:1078-1083.
7. Suarez, A. V., D. A. Holway, D. Liang, **N. D. Tsutsui**, and T. J. Case. 2002. Spatio-temporal patterns of intraspecific aggression in the invasive Argentine ant. ANIMAL BEHAVIOUR **64**:697-708.
6. Holway, D. A., L. Lach, A. V. Suarez, **N. D. Tsutsui**, and T. J. Case. 2002. The ecological causes and consequences of ant invasions. ANNUAL REVIEW OF ECOLOGY AND SYSTEMATICS **33**:181-233.
5. Suarez, A. V., M. Benard, **N. D. Tsutsui**, T. A. Blackledge, K. Copren, E. M. Sarnat, A. L. Wild, W. M. Getz, P. T. Starks, K. Will, P. J. Palsboll, M. E. Hauber, C. Moritz, and A. D. Richman. 2002. Conflicts around a study of Mexican crops. NATURE **417**:897. (Correspondence).
4. **Tsutsui, N. D.**, A. V. Suarez, D. A. Holway, and T. J. Case. 2001. Relationships among native and introduced populations of the Argentine ant, *Linepithema humile* and the source of introduced populations. MOLECULAR ECOLOGY **10**:2151-2161.
3. **Tsutsui, N. D.** and T. J. Case. 2001. Population genetics and colony structure of the Argentine ant (*Linepithema humile*) in its native and introduced ranges. EVOLUTION **55**:976-985.
2. **Tsutsui, N. D.**, A. V. Suarez, D. A. Holway and T. J. Case. 2000. Reduced genetic variation and the success of an invasive species. PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES, USA **97**:5948-5953.

1. Suarez, A. V., **N. D. Tsutsui**, D. A. Holway and T.J. Case. 1999. Behavioral and genetic differentiation between native and introduced populations of the Argentine ant. *BIOLOGICAL INVASIONS* **1**:43-53.

GRANT SUPPORT

- NATIONAL SCIENCE FOUNDATION LONG-TERM RESEARCH IN ENVIRONMENTAL BIOLOGY (LTREB), (co-PI). “LTREB Collaborative Proposal: Large-scale removal of introduced ants as a test of community reassembly”. 4/1/2017-3/31/2022. **\$391,313** (Tsutsui share: **\$177,548**).
- NATIONAL SCIENCE FOUNDATION, IOS-SDS, (B. Fisher, co-PI), “Collaborative Research: Scents of Self: How Trade-offs Shape Self/Non-self Recognition Cues in a Supercolonial Insect” (ranked #1 in panel). February 2016 – January 2020. **\$830,933**.
- UNITED STATES DEPARTMENT OF AGRICULTURE, NIFA-AFRI. “Using Functional Genomics to Link Behavior, Chemical Ecology and Chemoreception in a Widespread and Damaging Agricultural Pest” February 2016 – January 2019. **\$498,083**.
- UC BERKELEY BAKAR FELLOW, “Deploying Insect Pheromones to Control a Widespread and Damaging Insect”, July 2012 – June 2017. **\$250,000**.
- UCMEXUS, (K. Mathis, co-PI), “Host Selection and Successful Parasitism of the Aggressive Arboreal Ant *Azteca instabilis* by Decapitating Phorid Flies (Genus: *Pseudacteon*) in Dynamic Coffee Agroecosystems”, January 2012 – December 2013. **\$11,852**.
- GORDON AND BETTY MOORE FOUNDATION, “Using Genomics, Isotopes and Pollen to Illuminate the Past and Predict the Future of California Bees”, November 2011 – October 2014. **\$379,339**.
- CALIFORNIA STRUCTURAL PEST CONTROL BOARD, DEPARTMENT OF PESTICIDE REGULATION, “Bedbug detection using airborne pheromone cues”. February 2011 – February 2012. **\$116,650**.
- DEFINING WISDOM, sponsored by the University of Chicago Arete Initiative and the John Templeton Foundation. “The Wisdom of the Ant: The Role of Experience in Sociality and Aggression”. October 2008 – September 2010. **\$100,000**.
- UNITED STATES DEPARTMENT OF AGRICULTURE, NRI-CSREES 2008-35302-04680. “An Integrative Analysis of Altered Social Behavior in the Invasive Argentine Ant (*Linepithema humile*)”. (ranked #8 of 83). September 2008 – August 2011. **\$425,000**.
- COMMITTEE ON RESEARCH, FACULTY RESEARCH GRANT (UC-BERKELEY), “A preliminary analysis of candidate genes for aggression in the invasive Argentine ant”. 2007 – 2008. **\$5,000**.
- AUSTRALIAN RESEARCH COUNCIL, “Sociality and a sense of smell: Receptor organ evolution in ants”. (PI: Mark A. Elgar, University of Melbourne). 2008 – 2010. **\$225,000**.
- STRUCTURAL PEST CONTROL BOARD, CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS, “The Role of Genetics and Cuticular Hydrocarbons in Argentine ant Aggression”. (Co-Investigator: Ken Shea, UC-Irvine, Department of Chemistry). September 2005 – August 2008. **\$312,037**.
- UNITED STATES DEPARTMENT OF AGRICULTURE, NRI-CSREES 2004-35302-14865. “The Genetic and Biochemical Basis of Altered Social Behavior in the Invasive Argentine ant (*Linepithema humile*)” (ranked #2 of 117). September 2004 – August 2007. **\$325,000**.

TEACHING EXPERIENCE, AWARDS & MENTORSHIP

GRADUATE STUDENTS ADVISED:

Candice Torres (Ph.D.; 2005–2012)	Virginia Emery (Ph.D.; 2009–2013)
Rebecca Sandidge (Ph.D.; 2008–present)	Tara Madsen-Steigmeyer (Ph.D.; 2011–2014)
Kaitlyn Mathis (Ph.D.; 2009–2015)	Maria Tonione (Ph.D.; 2012–present)
Kelsey Scheckel (Ph.D.; 2014–present)	Brian Whyte (Ph.D.; 2015–present)

POST-DOCTORAL RESEARCHERS ADVISED:

Dr. Megan McPhee (2003–2005)	Dr. Miriam Brandt (2005–2007)
Dr. Johanna Clemencet (2006–2007)	Dr. Ellen van Wilgenburg (2006–2010)
Dr. Dong-Hwan Choe (2009–2011)	Dr. Brian Johnson (2009–2011)
Dr. Santiago Ramirez (2008–2013)	Dr. Kaustubh Gokhale (2014–2016)
Dr. Jan Buellesbach (2016–present)	Dr. Elizabeth Cash (2016–present)
Dr. Joshua Gibson (2016–present)	

GRADUATE COMMITTEE MEMBER

Valerie Foster (UCI; Ph.D.; 2004–2006), Nan Wang (UCI; M.S.; 2005–2006), Jesse Hollister (UCI; Ph.D.; 2006), Steven Lockton (UCI; Ph.D.; 2004–2007), Diane Livio (UCI; M.S.; 2005–2007), Felipe Barreto (UCI; Ph.D.; 2006–2007), Rosemary Byrne (UCI; Ph.D.; 2006–2007), June Gwalthney (UCI; Ph.D.; 2006–2007), Shauna Price (UCLA; Ph.D.; orals committee; 2007), Nicole VanderSal (UCB; Ph.D.; 2007–2008), Michael Branstetter (UCD; Ph.D., orals committee; 2007), Alexandra Harmon-Threatt (UCB; Ph.D.; 2009–2011), Cause Hanna (UCB; Ph.D.; Chair–orals committee; 2007–2012), Caroline Lee (UCB, Integrative Biology; Ph.D; 2008, orals committee), Lisa Fernandez (UCB; Ph.D.; 2008–present), Steven Bayes (UCB; Ph.D.; 2008–2014), Julie Hopper (UCB; Ph.D.; 2008–2015), Joseph Sapp (UCSC; Ph.D.; 2009–present), Misha Leong (UCB; Ph.D.; orals committee), Jeremy Anderson (UCB; Ph.D; 2010–present), Traci Grzymala (UCB; Ph.D.; orals committee), Kelly Schiabor (UCB; Ph.D; Molecular & Cell Biology; 2011–2015), Robert Thistle (UCB; Ph.D; Molecular & Cell Biology; 2011–2014), Sara Emery (UCB; Ph.D.; Chair–orals committee; 2012), Samantha Cheung (UCB; Ph.D; Molecular & Cell Biology; 2012–2016), Anne Murray (UCB; Ph.D.; Chair–orals committee; 2012), Kevi Mace (UCB; Ph.D.; Chair–orals committee; 2012), Carolyn Elya (UCB; Ph.D; Molecular & Cell Biology; 2013–present), Ting-ting “Dana” Lin (UCB, Integrative Biology; Ph.D; 2014, orals committee), Allison Quan (UCB; Ph.D; Molecular & Cell Biology; 2014–present), Celia Del Cid (UCB; Ph.D.; orals committee; 2014–15), Ignacio Escalante (UCB; Ph.D.; guiding committee, Chair–orals committee; 2014–present), Maggi Raboin (UCB; guiding committee, Chair–orals committee; 2015–present).

UNDERGRADUATES MENTORED:

~100 since 2003.

COURSES TAUGHT & TEACHING AWARDS:

UC-Berkeley

Environmental Science Forum (ESPM 201C), Spring 2008.

Insect Behavior (ESPM150, ESPM142), each Fall 2008–2012; 2015, 2016.

Genetics and Genomics of Insect Behavior (ESPM290), Spring 2009.

Senior Seminar-Conservation & Resource Studies (ESPM194), Spring 2011 (two classes), Spring 2012.

Insect Chemoreception and Chemical Ecology (ESPM290), Spring 2014.

Advanced Chemical Ecology (ESPM290), Fall 2014, 2016.

Molecular Approaches to Environmental Problem Solving (ESPM 192), Spring 2015, 2016.

UC-Irvine

Graduate Core in Evolution, Winter 2007.

Advanced Evolutionary Biology (BS168), Spring 2004, 2005, 2006.

Freshman Seminar (BS2B), “Social behavior of ants”, Spring 2004, 2005, 2006, 2007.

Faculty Appreciation Award – Alpha Epsilon Delta (AED) Pre-Medical Honor Society, Spring 2006.

GUEST LECTURES:

UC-Irvine Graduate Core in Evolution, “Sociality, symbiosis, and the major evolutionary transitions”, Winter 2004, 2005, 2006.

UC-Irvine Graduate Core in Ecology, “The ecology and behavior of invasive species”, Spring 2004, 2005.

Entomology (BS184), “Cooperation and conflict in social insects”, Spring 2004, Fall 2006.

Insect Ecology (ESPM113), “Cooperation, conflict and communication in social insects”, Spring 2008.

General Entomology (ESPM140), “Chemical ecology and genetics of social insects”, Spring 2008.

INVITED PRESENTATIONS & PROFESSIONAL MEETINGS

1999:

Invited speaker – Argentine ant symposium, Palo Alto, CA, May.

Speaker – Soc. for the Study of Evolution/American Soc. of Naturalists, Madison, WI. July.

Speaker – California Population & Evolutionary Genetics meeting (CALPEG), Bodega Bay, CA. December.

2000:

Seminar speaker – Center for Population Biology, Department of Evolution and Ecology, UC-Davis. March.

2001:

Speaker – Soc. for the Study of Evolution/American Soc. of Naturalists, Knoxville, TN. June.

Invited symposium speaker – Soc. for Conservation Biology, Hilo, HI. Symposium on: “Population biology of invasive species”. July.

2002:

Invited speaker – Department of Ecology & Evolutionary Biology, UC-Irvine. February.

Invited symposium speaker – International Union for the Study of Social Insects (IUSI), Sapporo, Japan. Symposium on: “Population Genetics and Genomics”. July/August.

Invited speaker – Molecular & Genetic Approaches in Ecology, UC-Davis, CA. October.

2003:

Speaker – Soc. for the Study of Evolution/American Soc. of Naturalists, Chico, CA. June.

Invited seminar speaker – Moss Landing Marine Laboratory, CA. November.

Speaker – California Population & Evolutionary Genetics (CALPEG), Irvine, CA. Dec.

2004:

Invited seminar speaker – Department of Biology, UC-Riverside, Riverside, CA. January.

Invited symposium speaker – Ecological Society of America, Portland, OR. Symposium on: “Evolution of invasive species”. August.

2005:

Invited speaker – Department of Biological Chemistry, UC-Irvine. January.

Invited seminar speaker – Behavior, Evolution & Culture Speaker Series, UC-Los Angeles, Los Angeles, CA. February.

Invited seminar speaker – Department of Evolution, Ecology & Organismal Biology, Ohio State University, Ohio. November.

2006:

Student-Invited speaker – 19th Annual Michael Duke Memorial Seminar Speaker. Department of Entomology, North Carolina State University. April.

Invited symposium speaker – International Union for the Study of Social Insects (IUSI), Washington, D.C. Symposium on: “Recognition Systems”. August.

Invited seminar speaker – Scripps Institute of Oceanography, UC-San Diego. November.

Invited seminar speaker – Department of Environmental Science, Policy & Management, UC-Berkeley. November.

2007:

Invited speaker – U.S. Department of Agriculture, Project Directors workshop. February.

Tsutsui, Neil D.
Curriculum Vitae

Invited seminar speaker – Department of Ecology & Evolutionary Biology, UC–Los Angeles. April.

Invited seminar speaker – Department of Ecology & Evolutionary Biology, University of Miami (Florida). April.

Invited seminar speaker – Quantitative and Systems Biology, UC–Merced. October.

Invited symposium speaker – Entomology Society of America, San Diego, CA. Symposium on “Connecting the Colony: Building Social Complexity through Pheromones” December.

Poster presentation – U.S. Department of Agriculture, Project Directors workshop. December.

2008:

Invited speaker – Entomology Society of America, Pacific Branch, Napa, CA. April.

Student-invited speaker – Program in Ecology, Evolution and Conservation Biology, University of Illinois, Urbana-Champaign. April.

Invited speaker – Defining Wisdom Symposium, John Templeton Foundation/University of Chicago, IL. August.

Invited seminar speaker – ESPM Colloquium, Department of Environmental Science, Policy & Management, UC–Berkeley. September.

Invited seminar speaker – Department of Entomology, UC–Davis. November.

2009:

Invited speaker – California Structural Pest Control Board, Napa, CA. January.

Invited speaker – The Past, Present and Future of Ant Genomics workshop and meeting, Tempe, AZ. January.

Invited speaker – Synthesis of the Ecology and Evolution of Invasive Species workshop and meeting, Lake Tahoe, CA. March.

Invited speaker – Defining Wisdom Symposium, John Templeton Foundation/University of Chicago, IL. June.

Invited symposium speaker – American Association for the Advancement of Science (AAAS), San Francisco, CA. Symposium on “The Evolution of Cooperation”, August.

2010:

Poster presentation – U.S. Department of Agriculture, Project Directors workshop. Washington, D.C. March.

Invited seminar speaker – Department of Entomology, UC–Riverside. May.

Invited speaker – Defining Wisdom Symposium, John Templeton Foundation/University of Chicago, IL. June.

Invited speaker – Pest Control Operators of California, combined district meeting. July.

Invited seminar speaker – Collaborative Learning at the Interface of Mathematics & Biology (CLIMB) program, UC–Davis. Sept.

Invited speaker – Meeting of the American Philosophical Society, Philadelphia, PA. Nov.

Poster presentation – U.S. Department of Agriculture, Project Directors workshop. San Diego, CA. Dec.

2011:

Invited speaker – Plant and Animal Genomes, San Diego, CA. Jan.

Invited speaker – Science@Cal, Dept. of Astronomy, UC Berkeley, CA. May.

Invited speaker – ESPM Colloquium, UC Berkeley, CA. November.

2012:

Invited speaker – California Structural Pest Control Board, Sacramento, CA. April.

Invited symposium speaker – Entomology Society of America, Knoxville TN, November.

Poster presentation – Entomology Society of America, Knoxville TN, November.

2013:

Invited speaker – California Structural Pest Control Board, Sacramento, CA. January.

Invited speaker – Entomology Society of America, Pacific Branch, Lake Tahoe, NV. April.

Invited seminar speaker – Department of Entomology, Texas A&M University, April.

Tsutsui, Neil D.
Curriculum Vitae

Invited conference speaker – Adapting to Global Change in the Mediterranean Hotspot, Seville, Spain. September.

Invited conference speaker –National Pest Management Association, Pestworld 2013. October.

2014:

Invited seminar speaker – Department of Entomology, UC–Davis. January.

Invited seminar speaker –Essig Brunch, Essig Museum of Entomology, UC Berkeley, April.

Invited speaker – Target Speciality Products, San Jose, CA. June.

Invited speaker – Target Speciality Products, Sacramento, CA. June.

Keynote speaker – PCOC Expo, Las Vegas, NV. June.

Invited speaker – Invasion Genetics:The Baker and Stebbins Legacy, Asilomar, CA. August.

Invited symposium speaker – Entomology Society of America, Portland, OR, November.

2015:

Invited speaker/panelist – Center for Population Biology mini-conference, UC–Davis. February.

Invited seminar speaker – PERT Program/Center for Insect Science, U of Arizona. March.

Invited speaker – Evolution of Organismality, St. Louis, MO. May.

Invited speaker – Target Speciality Products, Sante Fe Springs, CA. June.

Invited speaker – Target Speciality Products, San Marcos, CA. June.

2016:

Plenary speaker. American Association of IPM Entomologists, Monterey, CA. “The behavior and social structure of ants”, February.

Invited symposium speaker – International Congress of Entomology, Orlando, FL, September.

SERVICE

PANEL MEMBER:

NATIONAL SCIENCE FOUNDATION – IOB Behavioral Systems. 2011, 2013.

NATIONAL SCIENCE FOUNDATION – DEB Phylobiogeography. 2008.

NATIONAL SCIENCE FOUNDATION – Doctoral Dissertation Improvement Grants. 2007.

U.S. DEPARTMENT OF AGRICULTURE – Arthropod & Nematode Biology: Organismal & Population Biology. 2007, 2009.

U.S. DEPARTMENT OF AGRICULTURE – ARS, OSQR: Ants and Termites. 2009.

EDITORIAL BOARDS:

AUSTRALIAN JOURNAL OF ZOOLOGY. Associate Editor, 2007–2012.

BMC ECOLOGY. Associate Editor, 2011–present.

BIOLOGICAL INVASIONS. Associate Editor, 2011–present.

PLOS GENETICS. Guest Editor, 2013.

COMMITTEE MEMBER:

NATIONAL ECOLOGICAL OBSERVATORY NETWORK (NEON) DESIGN CONSORTIUM, Invasive Species subcommittee. 2004–2005.

REVIEWER (manuscripts and grant proposals, excluding panel service above):

>150 total from July 2003–present

Journals, including: *The American Naturalist*, *Animal Behaviour*, *Annals of the Entomological Society of America*, *Behavioral Ecology*, *Behavioral Ecology & Sociobiology*, *Biology Letters*, *BMC Ecology*, *Conservation Biology*, *Diversity & Distributions*, *Ecology*, *Ecology Letters*, *Evolution*, *Evolutionary Applications*, *Evolutionary Ecology Research*, *Genetics*, *Insectes Sociaux*, *Journal Chemical of Ecology*, *Naturwissenschaften*, *Molecular Ecology*, *Oecologia*, *PLoS One*, *Proceedings of the National Academy of Sciences*.

Tsutsui, Neil D.
Curriculum Vitae

Funding agencies, including: *The National Science Foundation, US Department of Agriculture, National Institute for Climate Change Research (US Dept of Energy), Natural Environment Research Council.*

SERVICE TO UC SYSTEM:

Member – Faculty advisory committee, UC Education Abroad Program (UCEAP). 2013–present.

SERVICE TO CAMPUS:

Member – Committee on Courses of Instruction (COCI). 2014–present.

- Sciences subcommittee. 2014–2015.
- Variances subcommittee. 2015–2016.
- Student Information Systems (SIS) advisory committee. 2016–present.

Member – Berkeley Institute for Global Change Biology. 2010–present.

Member – *Ad hoc* campus tenure review committee – 2010, 2014.

Member – Ecological Preserve and Open Space committee. 2006–2007 (UCI).

Member – Phi Beta Kappa nominating committee. 2004–2007 (UCI).

SERVICE TO SCHOOL/COLLEGE:

Faculty Judge – College of Natural Resources Gradfest Symposium. 2011.

Faculty Judge – College of Natural Resources Honor Symposium. 2010, 2015.

Member – Biological Sciences Executive Committee. Elected by department; 2006–2008 (UCI).

Member – Crystal Cove Research Cottage committee. 2005–2006 (UCI).

SERVICE TO THE DEPARTMENT:

Member – Race, Culture, and Environment search committee. 2016.

Vice Chair for Instruction. 2010–2012, 2014–2015.

Chair – Undergraduate Programs Committee. 2010–2012, 2014–2015.

Chair – *Ad hoc* personnel action committee. 2012, 2016.

Member – ESPM Departmental Vision committee. 2012.

Member – Molecular Environmental Biology undergraduate advising committee. 2008–present.

Member – Graduate student advising committee. 2008–present.

Member – Global Change Organismal Biology search committee. 2010.

Member – Environmental Science undergraduate major committee. 2008–2010.

Member – Environmental Science undergraduate major transition committee. 2010–2011.

Chair – ESPM Safety Committee. 2009.

Member – Graduate admissions committee. 2009–2010.

Member – *Ad hoc* tenure and merit review committees – 2 times since 2007.

Chair – Graduate student awards committee. 2007–2008.

Chair – Molecular Analytical Facility Steering committee. 2006–2007. (UCI)

Member – Ecology search committee. 2 positions; 2005–2006. (UCI)

Member – Departmental web-page committee. 2003–2007. (UCI)

Member – *Ad hoc* personnel merit review committee – 5 times since 2003. (UCI)

MEETING CO-ORGANIZER

California Population & Evolutionary Genetics meeting (CALPEG), December 2003.

OUTREACH

INVITED SCIENTIST:

Congressional Education Day on Invasive Species, Washington, D.C. May 2010.

SPEAKER:

UC–Irvine Minority Biomedical Research Support program. February 2004.

California Alliance for Minority Participation (CAMP) Summer Science Academy (lab tour). July 2004, July 2005.

UC–Irvine, Teacher Professional Development program on Science Fair Projects as Tools for Investigation & Experimentation, School of Biological Sciences Outreach Program. August 2004.

UC–Irvine, Minority Graduate Research Conference in Biomedical Sciences. November 2005.

UC–Irvine, Minority Science Program, Theory & Research Seminar Series. May 2006, May 2007.

Girls, Inc., Eureka Day, UC–Irvine. July 2006.

NIH-Bridges to the Baccalaureate, UC–Irvine Minority Science Program, "Careers in Biomedical Sciences" (Santa Ana College). Faculty panel. October 2006.

UC President's Post-doctoral Fellowship Program. Led workshop on "Grant writing in the sciences". October 2009.

FACULTY MENTOR:

UC–Irvine, High School Science Fair Initiative, School of Biological Sciences Outreach Program (2004–2005).

REVIEWER:

Southern California Junior Science and Humanities Symposium. 2004, 2006.

UC–Irvine, Excellence in Research, Biological Sciences Symposium. 2004–2005.

VOLUNTEER:

Ask a Scientist Night, Irvine Unified School District, Oct. 2003.

PRESS:

Magazine: Nature–News and Views (**405**:519-520), Science–Editor's Choice (288:1549), New Scientist (**166**:9), Science News (**157**:346; **161**:245), California Wild (**55**:4-5), California Agriculture (**56**:4), Conservation (Jan-Mar 2010), Discover Magazine (March 18, 2014), Wired Magazine (April 10, 2014), many others.

Newspaper: The New York Times (1 August 2000, Science Times p. D1), The Los Angeles Times (16 May 2000, p. A1; 15 Sept. 2006, p. B1), The San Francisco Chronicle (15 Sept. 2006; 28 October 2009), The Washington Post, National Geographic News (22 Sept. 2006), The Orange County Register (May 2000; 15 Sept. 2006), The San Diego Union-Tribune (10 Feb. 2003), The Sacramento Bee (26 June 2003, p. A3), Sacramento News and Review (27 Feb. 2003), many others.

Television: CNN Headline News, local affiliates of NBC, ABC, and FOX; KQED-Quest, KQED-Deep Look.

Radio: National Public Radio ("Radiolab", "All Things Considered"), BBC World Service ("Science in Action"), Canadian Broadcasting Corporation ("Quirks and Quarks; As It Happens"), Earthwatch Radio, This Week in Science (KVDS).

Internet: Reddit (front page), Ars Technica, National Geographic News, Discovery online, The Environmental News Network, many others.

MEMBERSHIPS

MEMBER:

Phi Beta Kappa Honor Society. 1994–present.

Society for the Study of Evolution. 1997–2005.

American Society of Ichthyologists and Herpetologists. 1998–2000.

UC-Irvine, Institute for Genomics and Bioinformatics. 2003–2007.

Sigma Xi Honor Society. 2005–present.

Entomology Society of America. 2007–present.

American Association for the Advancement of Science. 2016-present.



**Contra
Costa
County**

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: December 18, 2018

Subject: RECOMMENDATION FOR APPOINTMENT TO THE TREASURY OVERSIGHT COMMITTEE

RECOMMENDATION(S):

APPOINT Parm Sandhu to the Board of Supervisors Alternate seat on the Treasury Oversight Committee to complete the current term that will expire on April 30, 2022.

FISCAL IMPACT:

No fiscal impact. Committee members receive no compensation for their service.

BACKGROUND:

In 2013, IOC reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed by a Board Committee. The IOC made a determination that it would conduct interviews for At Large seats on the following bodies: Retirement Board, Fire Advisory Commission, Integrated Pest Management Advisory Committee, Planning Commission, Treasury Oversight Committee (TOC), Airport Land Use Commission, Aviation Advisory Committee and the Fish & Wildlife Committee; and that screening and nomination fill At Large seats on all other eligible bodies would be delegated each body or a subcommittee thereof.

The purpose of the TOC is to review the County's investment policy; regularly monitor the County Investment Pool's performance; and report on the pool's performance to the Board of Supervisors.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc:

BACKGROUND: (CONT'D)

The TOC is composed of two ex-officio and seven appointed members: the County Treasurer; the Auditor-Controller; one representative appointed by the Board of Supervisors; the County Superintendent of Schools or designee; one representative selected by a majority of the presiding officers of the governing bodies of the school districts and the community college district in the county; one representative selected by a majority of the presiding officers of the legislative bodies of the special districts in the county that are required or authorized to deposit funds in the County Treasury; three members of the public, a majority of whom shall have expertise in, or an academic background in, public finance and who shall be economically diverse and bipartisan in political registration.

The IOC conducts the application and interview process for the three public member seats and the BOS representative seat.

On May 15, 2018, the TOC adopted amendments to its Bylaws, in part, to add an alternate member for each of the appointed and elected positions in order to ensure a quorum for each of its regularly held meetings. On June 26, 2018, the Board of Supervisors approved the amended bylaws.

Accordingly, the IOC on December 10, 2018 interviewed and recommends the appointment of Parm Sandhu to the Board of Supervisor's Alternate seat to the TOC. Mr. Sandu's application is attached.

A copy of the latest TOC Bylaws and meeting place and calendar are available [on line](#).

ATTACHMENTS

Candidate Application_Parm Sandhu_Treasury Oversight Committee

Application Form

Profile

Which Boards would you like to apply for?

Treasury Oversight Committee: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I am a professional Civil Engineer with two master's degrees, Public Administration and Civil Engineering, and am currently working as Port Associate Engineer for the Port of Oakland. I would greatly appreciate the chance to give back by utilizing my public budgeting and finance skills to review the County's investment policy and monitor the performance of County's investments. During FY18 at the Port of Oakland, I helped develop \$42 million capital improvement and \$8 million major maintenance budget for the Maritime Engineering Division. Currently, I responsible for managing and delivering various multi-million dollar public construction projects. During my graduate coursework for the Public Administration's degree, I took advance courses in public policy development and implementation. I would be thrilled to have the opportunity to serve on the Treasury Oversight Committee and put my in-depth knowledge of public finance to use. I am confident you will find me a good fit to review public investment policies and provide recommendations to the Board of Supervisors. I look forward to hearing from you and thank you for your time and consideration.

This application is used for all boards and commissions

Parm

First Name

Sandhu

Last Name

Middle Initial

Email Address

Home Address

Suite or Apt

Danville

City

CA

State

94506

Postal Code

Primary Phone

Port of Oakland

Employer

Port Associate Engineer

Job Title

Civil Engineering

Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

Education History

Select the highest level of education you have received:

☒ Other

Master's Degree

If "Other" was Selected Give Highest Grade or
Educational Level Achieved

College/ University A

University of San Francisco

Name of College Attended

Master's in Public Administration

Course of Study / Major

140

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

MPA

Degree Type

April 2017

Date Degree Awarded

College/ University B

San Jose State University

Name of College Attended

**Master's of Science in Civil
Engineering**

Course of Study / Major

140

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

M.S. - Civil Engineering

Degree Type

Dec 2013

Date Degree Awarded

College/ University C

San Jose State University

Name of College Attended

Bachelors in Civil Engineering

Course of Study / Major

Units Completed

Type of Units Completed

☒ Semester

Degree Awarded?

☒ Yes ☐ No

B.S. - Civil Engineering

Degree Type

May 2012

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

06/2016 - Present

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Port Associate Engineer

Position Title

Employer's Name and Address

Port of Oakland 530 Water Street Oakland, CA.

Duties Performed

Manage design projects and consultant contracts. Supervise extended Port staff. Develop design and construction contract documents. Conduct construction plan review for new/re-development projects. Co-develop the Port's standards and processes. Develop scope for capital improvement projects. Perform cost estimation and life cycle cost analysis for both, the expense and capital improvement projects. Provide engineering support and act as consultant to revenue divisions during planning and lease negotiations

2nd

10/2014 - 6/2016

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Port Assistant Engineer

Position Title

Employer's Name and Address

Port of Oakland 530 Water Street Oakland, CA.

Duties Performed

Produced design plans and specifications for civil engineering projects. Supervised engineering summer interns and trained new associate engineers. Managed project budget and schedule. Performed engineer's estimates for civil works projects. Conducted field inspections to guide design and to support construction. Evaluated site conditions for the Port's facilities.

3rd

07/2013 - 10/2014

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

Volunteer Work?

☐ Yes ☒ No

Transportation Engineer

Position Title

Employer's Name and Address

Fehr and Peers 100 Pringle Ave Walnut Creek, CA.

Duties Performed

Evaluated and analyzed traffic impacts for new and re-development projects, and recommended mitigations solutions. Designed multiple traffic and pedestrian signals. Designed Complete Street concepts to enhance the safety for all users, including pedestrians, bicyclists, motorists and transit users. Performed freeway and ramp capacity analysis to study traffic impacts.

[Parm_Resume_2018_Public.pdf](#)

Upload a Resume

Final Questions

How did you learn about this vacancy?

☒ Contra Costa County Homepage

If "Other" was selected please explain

. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Parm Sandhu

SUMMARY

As a registered Civil Engineer with two master's degrees, Public Administration and Civil Engineering, I utilize my knowledge, skills, and experience to help build safe and sustainable public infrastructure; while exploring new strategies to streamline internal organizational procedures and processes.

EDUCATION

UNIVERSITY OF SAN FRANCISCO 2014 – 2017
Masters of Public Administration

SAN JOSE STATE UNIVERSITY 2012 – 2014
Masters of Science - Civil Engineering/Transportation Engineering

SAN JOSE STATE UNIVERSITY 2009 – 2012
Bachelors of Science - Civil Engineering

WORK EXPERIENCE

PORT ASSOCIATE ENGINEER, PORT OF OAKLAND, CA June '16 – Present

During FY18, I helped develop \$42 million capital improvement and \$8 million major maintenance budget for the Maritime Engineering Division. During this same year, I also assumed responsibility for managing and delivering various multi-million dollar construction projects. Currently, I manage major development projects, supervise extended Port staff, and am developing a workload plan for the engineering staff for the FY19 budget year.

- Manage design projects and consultant contracts.
- Supervise extended Port staff.
- Develop design and construction contract documents.
- Conduct construction plan review for new/re-development projects.
- Co-develop the Port's standards and processes.
- Develop scope for capital improvement projects.
- Perform cost estimation and life cycle cost analysis for both, the expense and capital improvement projects.
- Provide engineering support and act as consultant to revenue divisions during planning and lease negotiations

PORT ASSISTANT ENGINEER (LEAD ENGINEER), PORT OF OAKLAND, CA October '14 – June '16

During FY16, as a lead engineer in charge, I managed and delivered multiple major capital improvement projects including the Firewater infrastructure improvement project at Berth 33-34 and the port-wide LED replacement project.

- Produced design plans and specifications for civil engineering projects.
- Supervised engineering summer interns and trained new associate engineers.
- Managed project budget and schedule.
- Performed engineer's estimates for civil works projects.
- Conducted field inspections to guide design and to support construction.
- Evaluated site conditions for the Port's facilities.

TRANSPORTATION ENGINEER, FEHR AND PEERS, WALNUT CREEK. July '13 – October '14

As the appointed project design engineer, I assisted the City of Albany in designing and implementing a citywide Active Transportation Plan; and led several other hospital expansion projects in the City of Oakland to study traffic impacts.

- ➔ Evaluated and analyzed traffic impacts for new and re-development projects, and recommended mitigations solutions.
- ➔ Designed multiple traffic and pedestrian signals.
- ➔ Designed Complete Street concepts to enhance the safety for all users, including pedestrians, bicyclists, motorists and transit users.
- ➔ Performed freeway and ramp capacity analysis to study traffic impacts.

ENGINEERING INTERN, CITY OF OAKLAND, CA.

Sept. '11 – July '13

I guided the City of Oakland in developing its citywide crosswalk policy protocol, and a project for the Highway Safety Improvement Program, Cycle 5; which was later funded by CALTRANS.

- ➔ Evaluated, drafted and executed engineering related citizen requests.
- ➔ Designed traffic control measures for school zones.
- ➔ Utilized and implemented CA-MUTCD on a daily basis.
- ➔ Developed the City of Oakland's Pedestrian Safety Project-2012.
- ➔ Assisted the Transportation Engineer with managing civil improvement projects.

ENGINEERING INTERN, CITY OF LIVERMORE, CA.

July '10 – Sept. '11

During my time at the City of Livermore, I conducted and processed critical speed surveys as required by California Vehicle Code for local municipalities to update speed limits on city streets.

- ➔ Presented the 2010 Bay Area Regional Water Control Board Storm Water Permit update to the engineering staff.
- ➔ Corrected FEMA flood maps for the city of Livermore.
- ➔ Designed a traffic signal battery backup project (CIP).
- ➔ Assisted engineers in laying out a new angular parking throughout the downtown area.
- ➔ Processed collision reports for future accident studies.

CERTIFICATION

PROFESSIONAL CIVIL ENGINEER (PE), CA.

License # 86106

Exp. Date: 09/30/2018

PROFESSIONAL ACTIVITIES

VICE PRESIDENT, WESTERN COUNCIL OF ENGINEERS (WCE) -PORT OF OAKLAND, CA January '16 – Present

Currently, I sit on a three-member WCE 2018 Contract Negotiations Committee; responsible for negotiating a multi-year labor union contract with the Port of Oakland.

- ➔ Lead the contract negotiations committee with bargaining and union contract negotiations
- ➔ Facilitate feedback to the HR department for changes to administrative policies.
- ➔ Supported members in addressing personal and grievances issues.

ACTIVE MEMBER OF FOLLOWING PROFESSIONAL SOCIETIES:

- ➔ American Society of Civil Engineers
- ➔ American Public Works Association
- ➔ American Society of Public Administration



**Contra
Costa
County**

To: Board of Supervisors

From: INTERNAL OPERATIONS COMMITTEE

Date: December 18, 2018

Subject: RECOMENDATION FOR APPOINTMENTS TO THE INTEGRATED PEST MANAGEMENT ADVISORY COMMITTEE

RECOMMENDATION(S):

APPOINT James Donnelly to the Public Member #3 seat and Dennis Shusterman to the Public Member Alternate seat on the Integrated Pest Management Advisory Committee to four-year terms ending on December 31, 2022.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

In June 2014, the IOC reviewed Board Resolution Nos. 2011/497 and 2011/498, which stipulate that applicants for At Large/Non Agency-Specific seats on specified bodies are to be interviewed by a Board subcommittee. The Resolutions further permit a Board Committee to select a screening committee to assist in interviewing applicants for appointment. Upon review of the eligible seats, the IOC made a determination that it would conduct interviews for At Large seats on the following bodies: Retirement Board, Fire Advisory Commission, Integrated Pest Management Advisory Committee, Planning Commission, Treasury Oversight Board, Airport Land Use Commission, Aviation Advisory Committee and the Fish & Wildlife Committee; and that screening and nomination fill At Large seats on all other eligible bodies would be delegated each body or a subcommittee thereof.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

cc: IPM Staff, IOC Staff

BACKGROUND: (CONT'D)

The Integrated Pest Management (IPM) Advisory Committee was established by the Board of Supervisors in November 2009 to advise the Board regarding the protection and enhancement of public health, County resources, and the environment related to pest control methods employed by County departments. The IPM Committee has eight voting members as follows: two ex-officio members (Health Services Department and County/Unincorporated County Storm Water Program) and six public members (one Sustainability Commission representative, one County Fish and Wildlife Committee representative, one Environmental Organizations representative, and three At Large appointees); plus one Public Member Alternate seat. Terms of office for the At Large and Alternate seats reviewed by the Internal Operations Committee are four years at the direction of the IOC.

The Public Member #3 and Public Member Alternate seats will become vacant on December 31, 2018. The Environmental Organization seat is also currently vacant due to a resignation.

The IOC interviewed candidates James Donnelly and Dennis Shusterman and recommend their appointment to the Public Member #3 seat and Public Member Alternate seat, respectively. Attached is a letter from the IPM Committee transmitting the two applications received from the recruitment for the vacancies, and describing the recruitment process, and the current Committee roster.

ATTACHMENTS

IPM Transmittal Memo

Candidate Application_James Donnelly_IPM Adv Cte

Candidate Application_Dennis Shusterman_IPM Adv Cte



Memorandum

To: Internal Operations Committee
Supervisor Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

From: The IPM Advisory Committee
Cece Sellgren, Chair
Tanya Drlik, Staff

Date: November 30, 2018

Subject: Public Member and Environmental Organization Appointments to the IPM Advisory Committee

Background:

On November 10, 2009, the Board of Supervisors approved the bylaws for the Committee.

Purpose of the Committee (from the Committee's Bylaws)

- A. *Protect and enhance public health, County resources, and the environment;*
- B. *Minimize risks and maximize benefits to the general public, staff and the environment as a result of pest control activities conducted by County staff and contractors;*
- C. *Promote a coordinated County-wide effort to implement IPM in the County in a manner that is consistent with the Board-adopted IPM Policy;*
- D. *Serve as a resource to help Department Heads and the Board of Supervisors review and improve existing pest management programs and the processes for making pest management decisions;*
- E. *Make policy recommendations upon assessment of current pest issues and evaluation of possible IPM solutions; and*
- F. *Provide a forum for communication and information exchange among members in an effort to identify, encourage, and stimulate the use of best or promising pest management practices.*

Purview of the Committee

The Committee is concerned with the operation of County Departments and not with the actions of other public agencies, private individuals, business, or industry.

Current Members of the IPM Advisory Committee

Currently the Committee has a total of 13 seats consisting of voting and non-voting members.

The 8 voting members include

- One representative from Contra Costa Health Services
- One representative from the County Storm Water Program
- One representative from the County Sustainability Commission
- One representative from the County Fish and Wildlife Committee
- One representative from an environmental organization
- Three at-large members of the public (designated Public Member 1, 2, and 3)



The 4 non-voting members include

- A representative from the Agriculture Department
- Two representative from the Public Works Department (Facilities Division and Maintenance Division)
- One representative from the County's pest management contractor

Public Member Alternate

The Committee also has one public member alternate who only votes if one or more of the three at-large public members is absent from a meeting.

Please see Attachment A for the list of current Committee members.

Number of Current Vacancies on the Committee: Three (3) Total—One (1) Public At-Large Member seat (Public Member #3), one (1) Public Member Alternate seat, and one (1) Environmental Organization seat. Note that the Environmental Organization member resigned in September 2018 to take a teaching job in Alameda County.

Three (3) Terms ending: The terms for all three (3) seats are ending on December 31, 2018.

Recruiting for the Public Member seats

From September 24 through November 26, 2018, the IPM Coordinator, with the help of the Supervisors' offices, widely publicized the Committee's vacancies. A notice of the vacancies along with the application form was emailed to 36 organizations, list serves and email contacts, reaching 100s of potential applicants. The notice was sent to the County Library Administration for posting in each library. The notice was also sent to the office of each County Supervisor and to the extensive email list of the IPM Advisory Committee. The notice was posted on the County's Advisory Body website and appeared in Supervisor Andersen's newsletter.

Number of Applications Received: Two (2) applications were received for the seats and are attached to this memo. James Donnelly re-applied for his Public Member 3 seat. Dennis Shusterman applied for either the Public Member 3 seat or the Alternate seat. There was no application for the Environmental Organization seat.

Terms for Newly Appointed Members: Terms are 4 years and therefore will end on December 31, 2022.



Attachment A
INTEGRATED PEST MANAGEMENT
ADVISORY COMMITTEE
ROSTER
(As of November 20, 2018)

Seat Title	Appointee Name	Work Address or Affiliation	BACKGROUND	Term Expiration	Voting?
Agriculture Commissioner or Designee	Larry Yost	2366 Stanwell Circle, Concord, CA 94520	Agriculture, pesticide regulation, IPM	None	NO
Public Works Facilities Director or Designee	Jerry Casey	2467 Waterbird Way Martinez, CA 94553	Facilities management	None	NO
Public Works Deputy Director or Designee	Allison Knapp	255 Glacier Dr., Martinez, CA 94553	Flood control engineer	None	NO
County Pest Management Contractor	Carlos Agurto	Pestec IPM Provider, 1804 Sanger Peak Ct., Antioch, CA 94531	Structural IPM, entomology, vertebrate pest management	December 31, 2019	NO
Health Services Department Representative	Michael Kent	597 Center, Ste 100, Martinez, CA 94553	Hazardous materials, IPM, public health.	None	YES
County/Unincorporated County Storm Water Program Representative	Cece Sellgren	255 Glacier Dr. Martinez, CA 94553	Storm Water management, clean water issues, grazing	None	YES
Sustainability Commission Representative	Gretchen Logue	County Sustainability Commission	Community member	December 31, 2019	YES
Public Member – Fish and Wildlife Committee Representative	Susan Heckly	Fish and Wildlife Committee	Wildlife, IPM, worked in the Lindsay Wildlife Museum	December 31, 2019	YES
Public Member 1 – Type 2 At Large	Susan Captain	Ow ns Captain Vineyards in Moraga	Statistics, computer tech support, wine grape IPM, currently wine grape grower	December 31, 2019	YES
Public Member 2 – Type 2 At Large	Andrew Sutherland	U.C. Cooperative Extension Urban IPM Advisor	UC Cooperative Extension Urban IPM specialist for the Bay Area, entomologist, experience in plant nurseries	December 31, 2019	YES
Public Member 3 – Type 2 At Large	James Donnelly	J.R. Donnelly Consulting	Consultant in health, safety, and environmental quality for mining and industrial processes	December 31, 2018	YES
Environmental Organization – Type 3 At Large Seat	Vacant (resigned September 2018)	.		December 31, 2018	YES
Public Member Alternate	Wayne Lanier	Consultant in biotechnology	Advising biotech and pharmaceutical companies on research, development, & regulatory issues	December 31, 2018	Only if a public at-large member/Sust. rep/F&W rep is absent





Contra
Costa
County



For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

Print Form

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Integrated Pest Management Advisory Committee

Public Member at Large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Donnelly, James R.
(Last Name) (First Name) (Middle Name)

2. Address: Danville, CA 94526
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: (Home No.) (Work No.) (Cell No.)

4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved M.A. Leadership

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Long Beach City College	Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	90		AS	1968
B) Cal. State, Long Beach	Chemistry	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	60		BS	1971
C) Saint Mary's College of California	Leadership	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	30		MA	2006
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>2016 2018</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>2 </p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Public Member at Large</p> <p>Employer's Name and Address</p> <p>Contra Costa Advisory Committee on Integrated Pest Management</p>	<p>Duties Performed</p> <p>Attended and participated in Committee meetings. Served as Vice Chair of the Decision Making Committee. Served as Chair of the Policy & Posting Review Task Force</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>2015 2018</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>3 </p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Danville/Alamo Representative</p> <p>Employer's Name and Address</p> <p>Contra Costa Country Advisory Council on Aging</p>	<p>Duties Performed</p> <p>Attended and participated in Council meetings Participated in Transportation Committee (also known as the Senior Mobility Action Coalition, SMAC).</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>2006 Present</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>12 </p> <p>Hrs. per week <u>10-20</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Principal</p> <p>Employer's Name and Address</p> <p>J.R. Donnelly Consulting</p>	<p>Duties Performed</p> <p>Provide Environmental, Health, Safety & Quality Consulting services to industry and construction projects. Provide Health & Safety Training, Permit Assistance and Environmental/Safety Audits.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>1989 2007</p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>18 </p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Dir. Environmental, Health, & Safety</p> <p>Employer's Name and Address</p> <p>Aker Kvaerner, Inc</p>	<p>Duties Performed</p> <p>Director of Environmental, Health, Safety & Quality for an international Engineering Construction company serving the mining/mineral processing and environmental remediation industries. Provided direction and support for projects internationally.</p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other Current Member IPM Com.

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name

Date:

September 24, 2018

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
 1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.



Contra
Costa
County



For Office Use Only

Date Received:

For Reviewers Use Only:

Accepted

Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Integrated Pest Management Advisory Comm.

Public

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Shusterman Dennis Jay
(Last Name) (First Name) (Middle Name)

2. Address: (No.) (Street) (Apt.) (City) (State) (Zip Code)
Richmond CA 94807

3. Phones: (Home No.) (Work No.) (Cell No.)

4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved Post-doctoral

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Pacific Oaks College Pasadena, CA	Human Development	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	2/71
B) University of California, Davis	Medicine	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MD	6/1978
C) University of California, Berkeley	Environmental Health Sciences	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MPH	2/82
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
Family Medicine Residency Occupational Medicine Training	Board Certified Board Certified		Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>5/2017</u> To <u>current</u></p> <p>Total: <u>1</u> Yrs. <u>6</u> Mos.</p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Master Gardener Volunteer</p> <p>Employer's Name and Address</p> <p>UC Master Gardener Program of Contra Costa County 2380 Bisso Lane, Suite B Concord, CA 94520</p>	<p>Duties Performed</p> <p>Community & school garden consultation</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>9/2014</u> To <u>current</u></p> <p>Total: <u>4</u> Yrs. <u>2</u> Mos.</p> <p>Hrs. per week <u>8</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Physician V (per diem)</p> <p>Employer's Name and Address</p> <p>University of California, Berkeley Occupational Health Service 2222 Bancroft Way Berkeley, CA 94720</p>	<p>Duties Performed</p> <p>Examine and treat injured workers</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>11/2007</u> To <u>8/2014</u></p> <p>Total: <u>6</u> Yrs. <u>10</u> Mos.</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Public Health Medical Officer III (Supv)</p> <p>Employer's Name and Address</p> <p>Occupational Health Branch CA Dept. of Public Health 850 Marina Bay Parkway Building P, 3rd Floor Berkeley, CA 94804</p>	<p>Duties Performed</p> <p>Managed group evaluating chemical hazards in workplace. Prepared fact sheets and hazard alerts. Conducted field investigations.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>9/2004</u> To <u>10/2007</u></p> <p>Total: <u>3</u> Yrs. <u>2</u> Mos.</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Professor of Medicine</p> <p>Employer's Name and Address</p> <p>University of Washington Occupational & Environmental Med. 325 Ninth Avenue Box 359739 Seattle, WA 98104</p>	<p>Duties Performed</p> <p>Evaluated and treated complex occupational and environmental medicine cases. Directed occupational medicine residency and taught toxicology.</p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other CCMG message board

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: 11/6/18

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
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7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

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WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
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- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.



**Contra
Costa
County**

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: December 18, 2018

Subject: Resignation of Ronald Maria from the Crockett-Carquinez Fire Protection District Fire Advisory Commission

RECOMMENDATION(S):

ACCEPT the resignation of Ronald Maria, DECLARE a vacancy on the Crockett-Carquinez Fire Protection District Advisory Commission Alternate 1, effective immediately, and Direct the Clerk of the Board to post a vacancy, as recommended by Supervisor Glover.

FISCAL IMPACT:

NONE

BACKGROUND:

The Crockett-Carquinez Fire Protection District Fire Advisory Commission reviews and advises on annual operations and capital budgets; reviews Fire District expenditures; advises the Fire Chief on district service matters; and serves as a liaison between the Board of Supervisors and the community served by the Fire District.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Dominic Aliano
925-608-4200

cc:

AGENDA

ATTACHMENTS

MINUTES

ATTACHMENTS

Vacancy Notice

Contra Costa County



Notice

The Board of Supervisors will make appointments to fill existing advisory body vacancies. Interested citizens may submit written applications for vacancies to the following address:

Clerk of the Board of Supervisors
651 Pine Street, Rm. 106
Martinez, CA 94553

Board, Commission, or Committee
Crockett-Carquinez Fire Protection District
Fire Advisory Committee
Alternate 1

Appointments will be made after
January 1, 2019

I, David J. Twa, Clerk of the Board of Supervisors and the County Administrator, hereby certify that, in accordance with Section 54974 of the Government Code, the above notice of vacancies will be posted on December 18, 2018.

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

Attested: December 18, 2018

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

By: _____

A handwritten signature in blue ink, appearing to read "E. Antunes", is written over a horizontal line.

Deputy Clerk



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: December 18, 2018

Subject: Add one Administrative Services Assistant II position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22394 to add one Administrative Services Assistant II (APVA) position at salary plan and grade level ZB5-1475 (\$5,290-\$6,430) in the Health Services Department.(Represented)

FISCAL IMPACT:

Upon approval, this request has an annual cost of approximately \$136,651 with \$29,382 in pension costs already included. This cost is 100% funded by Mental Health Services Act.

BACKGROUND:

The Health Services Department is requesting to add one Administrative Services Assistant II due to expansion of First Hope Early Intervention in Psychosis within Behavioral Health Division. First Hope is an early intervention clinic that offers community psycho-education and intensive family-centered services to adolescents and young adults showing signs of psychosis. The current program, Clinical High Risk (CHR) Program, works with young people at risk for or experiencing very early symptoms of psychosis, prior to a first psychotic episode.

The primary job duties of the new position includes data collection, data analyses, report to various trainings, certification agencies and funding sources; also evaluate and manage day to day activities within the faculty.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Sabrina Pearson, (925)
957-5240

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, there will be insufficient administrative support for First Hope Intervention in Psychosis which impacts patients and staff.

AGENDA ATTACHMENTS

P300 22394_Add ASA II in HSD

MINUTES ATTACHMENTS

Signed P300 22394

POSITION ADJUSTMENT REQUEST

NO. 22394
DATE 11/16/18

Department Health Services

Budget Unit No. 0467 Org No. 5727

Department No./
Agency No. A18

Action Requested: Add one Administrative Services Assistant II (APVA) position in the Health Services Department.

Proposed Effective Date: 12/11/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$136,651

Net County Cost 0

Total this FY \$68,325

N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Mental Health Services Act

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/18

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the department.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 11/16/2018

No. xxxxxx

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

NO. 22394
DATE 11/16/18

C.26

Department Health Services

Budget Unit No. 0467 Org No. 5727

Department No./
Agency No. A18

Action Requested: Add one Administrative Services Assistant II (APVA) position in the Health Services Department.

Proposed Effective Date: 12/11/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$136,651

Net County Cost 0

Total this FY \$68,325 N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Mental Health Services Act

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☐ _____ (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/18

- ☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☒ Other: Approve as recommended by the department.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐ xxx

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

DATE 12-18-18

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:



**Contra
Costa
County**

To: Board of Supervisors
From: Marc Shorr, Chief Information Officer
Date: December 18, 2018

Subject: Reassign Deputy Director Information Technology position #16406 from Dept. 0147 to Dept. 0060

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22381 to reassign Deputy Director Information Technology-Exempt (LTD1) (unrepresented) position #16406 at salary plan and grade level B85-2032 (\$9,187 - \$12,311) from Department 0147 (Department of Information Technology) (DoIT) to Department 0060 (Telecommunications) in the Department of Information Technology.

FISCAL IMPACT:

The reassignment of the position between department units will have no additional fiscal impact. The annual cost of approximately \$225,800 including pension costs of \$47,651 is budgeted and offset by fees to user departments. Telecommunications charges for all services and these charges will be recovered through service fees charged to user departments that include revenue generated from non-General Fund departments and other public agencies.

BACKGROUND:

DoIT is reassigning the Deputy Director of Information Technology position from DoIT to Telecommunications for management purposes. The Deputy will be overseeing all divisions of Telecom including telephones, radio, voicemail and hilltop units. Primary responsibilities include managing all telephone and radio projects, training of Telecom manager, managing contracts and purchase order for the division, budgeting of telecom units, and supervision of personnel.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Marc Shorr
925-608-4071

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Telecommunications division will not be able to adequately manage all telephone and radio projects throughout all County Departments.

AGENDA ATTACHMENTS

P300 Reassign Home Org for Dep Director IT

MINUTES ATTACHMENTS

Signed P300 22381

POSITION ADJUSTMENT REQUEST

NO. 22381
DATE 11/9/2018

Department Dept. of Info. Tech/Telecommunications Department No./
Budget Unit No. 0147 Org No. 1050 Agency No. A03

Action Requested: Reassign the Deputy Director Information Technology position #16406 from Department #0147 (DoIT) to Department #0060 (Telecommunications) in the Department of Information Technology.

Proposed Effective Date: 12/1/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$225,800.00

Net County Cost \$0.00

Total this FY \$131,717.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT FY 18/19 Budgeted under Telecommunications 0060

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Marc Shorr

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie DiMaggio Enea

11/13/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/6/2018

Reassign Deputy Director Information Technology-Exempt (LTD1) (unrepresented) position #16406 at salary plan and grade level B85-2032 (\$9,187 - \$11,167) from Department 0147 (Department of Information Technology) (DoIT) to Department 0060 (Telecommunications)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

Marta Goc

12/6/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/20/2018

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 12/6/2018

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

C.27

NO. 22381
DATE 11/9/2018Department Dept. of Info. Tech/Telecommunications Department No./
Budget Unit No. 0147 Org No. 1050 Agency No. A03

Action Requested: Reassign the Deputy Director Information Technology position #16406 from Department #0147 (DoIT) to Department #0060 (Telecommunications) in the Department of Information Technology.

Proposed Effective Date: 12/1/2018Classification 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 \$225,800.00Net County Cost \$0.00Total this FY \$131,717.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT FY 18/19 Budgeted under Telecommunications 0060Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Marc Shorr

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie DiMaggio Enea

11/13/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/6/2018

Reassign Deputy Director Information Technology-Exempt (LTD1) (unrepresented) position #16406 at salary plan and grade level B85-2032 (\$9,187 - \$11,167) from Department 0147 (Department of Information Technology) (DoIT) to Department 0060 (Telecommunications)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ _____(Date)

Marta Goc

12/6/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 11/20/2018

- ☒
- Approve Recommendation of Director of Human Resources
-
- ☐
- Disapprove Recommendation of Director of Human Resources
-
- ☐
- Other: _____

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE 12-18-18BY 

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:



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 18, 2018

Subject: Add Two Department Fiscal Officer Positions and Cancel One DFO Position in Employment and Human Services, Administrative Services Bureau

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22388 to add two (2) Departmental Fiscal Officer (APSA) (unrepresented) positions at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), and, effective May 1, 2019, cancel one (1) Departmental Fiscal Officer (APSA) (unrepresented) position at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), in the Employment and Human Services Department, Administrative Services Bureau.

FISCAL IMPACT:

Approval of this action will have an annual cost of \$97,000 including a net annual cost of \$4,582. The FY 2018/19 cost is estimated to be \$106,000, including a net annual county cost increase of \$5,302. A companion item will be forwarded to the Board in January, cancelling an additional position to make the action cost neutral. The positions are funded 43% Federal, 52% State, and 5% County.

BACKGROUND:

The Employment and Human Services Department is requesting to add two Departmental Fiscal Officer (DFO) positions in the Administrative Services Bureau to provide a transition period between new and soon to retire staff. In April 2019, one DFO will be vacated when the incumbent retires. That position will be cancelled as of May 1, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Reni Radeva, (925)
608-5036

BACKGROUND: (CONT'D)

Currently, EHSD has one DFO, who is responsible for the budget, providing day-to-day fiscal oversight of all programs, and the supervision and training of eight (8) Fiscal Analyst, five (5) of which are new in their positions. One of these analysts is an Administrative Services Assistant III, who will retire in March 2019. That position will be cancelled effective April 1, 2019 in a future Board action.

Additionally, the Supervising Accountant plans to retire February 2019. Both the current DFO and Supervising Accountant have been with EHSD for over 30 years and their retirements will result in loss of institutional knowledge unless a transition is provided to bridge the new staff. Without proper management, these coming retirements could have a significant adverse impact on EHSD's ability to exercise and maintain fiscal control.

Additionally, EHSD has a new Chief Financial Officer who is still learning the social services systems and EHSD finance complexities. Therefore, for the purpose of smooth and successful transition of responsibilities, it is essential for the Department to hire new staff in advance of the impending retirements. This would allow for the new staff to work alongside the staff they are replacing and receive expert training.

Having two DFOs instead of one will allow for the redistribution of responsibilities in a more sustainable organizational structure. The workload assigned to the single DFO has been very heavy and complex. This work load is not sustainable. As with all County departments, EHSD's budget activities are year-round. The Department Head has determined an additional DFO is required. The additional DFO will take over direct supervision of the fiscal analysts, conduct and oversee special projects, be the In-Home Support Services (IHSS) Maintenance of Effort and Public Authority specialist, and be the Workforce Board budget specialist.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Department may experience difficulty in transitioning of responsibilities and developing a sustainable organizational structure.

AGENDA ATTACHMENTS

P300 Add Two and Cancel One Dept Fiscal Officers

MINUTES ATTACHMENTS

Signed P300 22388

POSITION ADJUSTMENT REQUEST

NO. 22388
DATE 11/16/2018

Department Employment and Human Services/Admin Department No./
Budget Unit No. 0501 Org No. 5101 Agency No. 019

Action Requested: Add two Department Fiscal Officer (APSA) (unrepresented) positions, effective January 1, 2019, and, effective May 1, 2019, cancel one Departmental Fiscal Officer (APSA) (unrepresented) position, to Employment and Human Services Department, Administration Services Bureau.

Proposed Effective Date: 1/1/2019

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$106,038.00

Net County Cost \$5,302.00

Total this FY \$97,044.00

N.C.C. this FY \$4,852.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kathy Gallagher/Director

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

12/11/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/11/2018

Add two (2) Departmental Fiscal Officer (APSA) (unrepresented) positions at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), and effective May 1, 2019, cancel one (1) Departmental Fiscal Officer (APSA) (unrepresented) position at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), in the Employment and Human Services Department, Administrative Services Bureau.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____(Date)

Amanda Monson

12/11/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 12/11/2018

No. xxxxxx

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

C.28

NO. 22388
DATE 11/16/2018

Department Employment and Human Services/Admin Department No. /
Budget Unit No. 0501 Org No. 5101 Agency No. 019

Action Requested: Add two Department Fiscal Officer (APSA) (unrepresented) positions, effective January 1, 2019, and, effective May 1, 2019, cancel one Departmental Fiscal Officer (APSA) (unrepresented) position, to Employment and Human Services Department, Administration Services Bureau.

Proposed Effective Date: 1/1/2019

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$106,038.00

Net County Cost \$5,302.00

Total this FY \$97,044.00

N.C.C. this FY \$4,852.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Kathy Gallagher/Director

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

12/11/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/11/2018

Add two (2) Departmental Fiscal Officer (APSA) (unrepresented) positions at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), and effective May 1, 2019, cancel one (1) Departmental Fiscal Officer (APSA) (unrepresented) position at Salary Plan and Grade B82 1724 (\$6,977 - \$8,501), in the Employment and Human Services Department, Administrative Services Bureau.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.

☐ _____ (Date)

Amanda Monson

12/11/2018

(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~~ ☒ xxx

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

DATE 12-18-18

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:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: December 18, 2018

Subject: Increase Postion Hours of one Mental Health Clinical Specialist in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22395 to increase the hours of one (1) Mental Health Clinical Specialist (VQSB) position #8699 from 28/40 to 40/40 at salary level TC2-1384 (\$4,980-\$7,394) in the Health Services Department. (Represented)

FISCAL IMPACT:

If this action is approved, there is an annual cost of approximately \$41,113, which includes pension costs of \$10,136. The cost is entirely funded by Mental Health Realignment funds.

BACKGROUND:

The Health Services Department is requesting to increase the hours of one (1) Mental Health Clinical Specialist position in the East County Mental Health Clinic within the Behavioral Health Division. With the hours increase, this part-time position will become full-time from 28/40 to 40/40. The increase is necessary based on the influx of responsibilities to include coordinating the training of staff and having to facilitate weekly consultations for groups for Family Based Treatment Therapy, Dialectical Behavioral Therapy and Trauma Focused Cognitive Behavioral Therapy and tracking all cases which are referred to these programs as well as being responsible for caseload assignments.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Sabrina Pearson,
925-957-5240

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, East County Children' Mental Health Clinic will not have adequate staffing to meet the demand and volume of patient care needed for those we serve.

AGENDA ATTACHMENTS

P300 22395_Inc Hrs MH Clinical Spec by 12/40 in HSD

MINUTES ATTACHMENTS

Signed P300 22395

POSITION ADJUSTMENT REQUEST

NO. 22395
DATE 11/20/18

Department Health Services

Budget Unit No. 0 4 6 7 Org No. 5954

Department No./
Agency No. A18

Action Requested: Increase the hours of one (1) Mental Health Clinical Specialist (VQSB) position #8699 from 28/40 to 40/40 in the Health Services Department.

Proposed Effective Date: 12/11/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$41,113

Net County Cost 0

Total this FY \$8,222

N.C.C. this FY \$0

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.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/18

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the department.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 10/26/2018

No. xxxxxx

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

NO. 22395
DATE 11/20/18

C.29

Department Health Services

Budget Unit No. 0 4 6 7 Org No. 5954

Department No./
Agency No. A18

Action Requested: Increase the hours of one (1) Mental Health Clinical Specialist (VQSB) position #8699 from 28/40 to 40/40 in the Health Services Department.

Proposed Effective Date: 12/11/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$41,113

Net County Cost 0

Total this FY \$8,222

N.C.C. this FY \$0

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.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

Exempt from Human Resources review under delegated authority.

DATE

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☐ (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/18

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve as recommended by the department.

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☒

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

DATE 12-18-18

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:



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: Add one Asst. Capital Facilities Project Manager Position and Cancel one Associate Civil Engineer Position

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22392 to add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817) in the Public Works Department.

FISCAL IMPACT:

This action will result in an estimated annual cost savings of \$3,227.

BACKGROUND:

The Public Works Department's Capital Projects Management Division (Division) provides architectural engineering, project and construction management, and energy management services to County departments. These services include planning, budgeting, scheduling, design, bidding, and construction administration. Staff also ensure that County construction projects meet acceptable design criteria and applicable codes. The Division is responsible for advertising, bidding, and awarding consulting services agreements and construction contracts. Projects range from tenant improvement to new building construction. In addition to active projects, there are many requests for assistance with projects in the development

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: Adrienne Todd, (925)
313-2108

cc: Adrienne Todd

BACKGROUND: (CONT'D)

stage. While the amount of projects has increased, the staffing for the Division has remained the same. An Assistant Capital Facilities Project Manager is needed to assist with this increased workload.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Capital Projects Management Division will have difficulty responding to all of the requests for Capital Project services and projects may be delayed.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

AGENDA ATTACHMENTS

AIR 36011 P300 22392

MINUTES ATTACHMENTS

Signed P300 22392

POSITION ADJUSTMENT REQUEST

NO. 22392DATE 11/26/2018

Department No. Add/ Cancel

Add/ Cancel

Department Public WorksBudget Unit No. 0079/ 0650Org No. 4011/ 4522Agency No. 65

Action Requested: ADOPT Position Adjustment Resolution No.22392 to add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817) in the Public Works Department.

Proposed Effective Date: 12/18/2018Classification 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 -3227Net County Cost 0Total this FY -1614N.C.C. this FY 0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost savings

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Brian M. Balbas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

11/30/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/10/2018

Add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) position and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ ____ (Date)

Gladys Scott Reid

12/10/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

☐ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 12/11/2018

No. _____

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

C.30

NO. 22392DATE 11/26/2018Department Public Works

Department No. Add/ Cancel

Add/ Cancel

Budget Unit No. 0079/ 0650Org No. 4011/ 4522Agency No. 65

Action Requested: ADOPT Position Adjustment Resolution No.22392 to add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817) in the Public Works Department.

Proposed Effective Date: 12/18/2018Classification 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 -3227Net County Cost 0Total this FY -1614N.C.C. this FY 0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost savings

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Brian M. Balbas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

11/30/18

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/10/2018

Add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) position and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ ____ (Date)

Gladys Scott Reid

12/10/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

☐ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☒David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE 12-18-18BY 

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:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services
Date: December 18, 2018

Subject: Add One Clerk-Experienced Level Position in Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22396 to add one permanent full-time Clerk-Experienced Level (JWXB) position at a salary plan and grade level 3RH-0750 (\$3,082-\$3,824) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$88,351 with \$17,474 in pension costs already included. The cost is funded 100% by Mental Health Realignment.

BACKGROUND:

The Health Services Department is requesting to add one permanent full-time Clerk-Experienced Level position allocated to its Provider Services Unit. During the last several months, Behavioral Health Division has experienced a number of major changes which has resulted in an increased workload, to include in the Provider Services Unit. For example, the State Department of Health Care Services is requiring counties to implement Network Adequacy Standards which requires the unit to maintain a Provider Directory which is provided to the state on a quarterly basis. Additionally, the Behavioral Health Division recently

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: June McHuen, Deputy

Contact: (925)-957-5263

cc:

BACKGROUND: (CONT'D)

implemented a new billing system software. The previous system allowed scanning of provider information into the system, but the new program does not have this functionality, necessitating manual entry. Provider Services has been using a temporary clerk to fulfill these duties, but as additional workload will be ongoing, this increases the need for a permanent position.

The primary duties of the new position includes data entry into various databases, including the new billing system; maintaining, editing and distributing the Provider Directory; updating the Directory on the County Website on a monthly basis; tracking all provider requests to ensure that they are fulfilled; tracking all credentialing requests; maintaining conference room schedules and other related duties as required.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Provider Services Unit will not have adequate clerical staffing to maintain and support the unit as well as not being able meet the requirements set forth by the State.

AGENDA ATTACHMENTS

P300 22396: Add 1 Clerk Senior Level in HSD_12-18-18

MINUTES ATTACHMENTS

Signed P300 22396

POSITION ADJUSTMENT REQUEST

NO. 22396
DATE 11/28/2018

Department Health Services

Department No./

Budget Unit No. 0467 Org No. 5941 Agency No. A18

Action Requested: Add one Clerk-Experienced level (JWXB) position in the Health Services Department.

Proposed Effective Date: 12/11/2018

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$88,351

Net County Cost

Total this FY \$36,812

N.C.C. this FY

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.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.

☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/19

☐ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☒ Other: Approve department request

_____/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☐ DISAPPROVED ☐

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

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date _____

No. xxxxxx

1. Project Positions Requested:
2. Explain Specific Duties of Position(s)
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
9. How will the project position(s) be filled?
 - ☐ a. Competitive examination(s)
 - ☐ b. Existing employment list(s) Which one(s)? _____
 - ☐ c. Direct appointment of:
 - ☐ 1. Merit System employee who will be placed on leave from current job
 - ☐ 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY

POSITION ADJUSTMENT REQUEST

C.31

NO. 22396
DATE 11/28/2018Department Health Services

Department No./

Budget Unit No. 0467 Org No. 5941 Agency No. A18

Action Requested: Add one Clerk-Experienced level (JWXB) position in the Health Services Department.

Proposed Effective Date: 12/11/2018Classification 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 \$88,351

Net County Cost

Total this FY \$36,812

N.C.C. this FY

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Mental Health RealignmentDepartment must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☐ Day following Board Action.☐ _____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/11/19

- ☐ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☒ Other: Approve department request

_____/s/ Julie DiMaggio Enea
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐ xxxxxDavid J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE 12-18-18BY 

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:



**Contra
Costa
County**

To: Board of Supervisors

From: Matt Slattengren

Date: December 18, 2018

Subject: East Bay Regional Park District Noxious Weed Control Services Agreement 2018 Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract amendment with East Bay Regional Park District (District) to increase the reimbursement amount from \$40,000 to \$47,566, for providing noxious weed control services to the District parks, with no change to the term January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

Approval of this amendment will reimburse the Agriculture Department \$47,566 for approved services already rendered on behalf of the District. There is no County match of funds.

BACKGROUND:

This agreement determined The Agriculture Department (Department) shall supply appropriate products to spray noxious weeds, as identified, with the use of backpack sprayers, all-terrain vehicles and/or boom truck sprayers to District parks within the jurisdiction and operation of the Department. The noxious weed control services are limited to locations where noxious weeds have been located, identified and pose a public, economic, environmental or recreational nuisance.

In the original agreement approved by the Contra Costa County Board of Supervisors on May 22, 2018,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: 925-608-6600

cc:

BACKGROUND: (CONT'D)

the amount to be reimbursed was limited to \$40,000. Due to added assignments and costs, the District needs to amend this agreement to cover costs not budgeted for this time period.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action would cause loss of revenue for service already rendered in the amount of \$7,566.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 18, 2018

Subject: California Department of Aging, Health Insurance Counseling and Advocacy Program Funding Amendment 2

RECOMMENDATION(S):

ADOPT Resolution No. 2018/614 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Aging to increase the contract amount by \$34,626 to receive a new total contract amount of \$993,674 to provide Health Insurance Counseling and Advocacy Program (HICAP) services for the period July 1, 2017 through June 30, 2020.

FISCAL IMPACT:

This Amendment 2 will provide an additional \$34,626 to the County, for a total amount not to exceed \$993,674. The funding increase is 100% Federal funds, with no additional County match required.

BACKGROUND:

The Employment and Human Services Department, Area Agency on Aging, provides Health Insurance Counseling and Advocacy Program (HICAP) services to Medicare beneficiaries. Medicare beneficiaries include by virtue of a disability and persons of Medicare eligibility as defined by the Welfare and Institutions Code (W&I) sections 9541 (a) and (c)(2), and (3), and to the public-at-large for HICAP community education services under W&I Code section 9541 (c)(1), (4), (5), and (6).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Elaine Burres,
608-4960

cc:

BACKGROUND: (CONT'D)

Amendment 2 increases the total contract funding amount by \$34,626 for a 3-year contract amount of \$993,674.

CONSEQUENCE OF NEGATIVE ACTION:

Without additional funding, HICAP services will not be increased and/or enhanced.

AGENDA ATTACHMENTS

Resolution No. 2018/614

MINUTES ATTACHMENTS

Signed Resolution No. 2018/614

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

Adopted this Resolution on 12/18/2018 by the following vote:

		John Gioia
		Candace Andersen
AYE:	<input type="text" value="5"/>	Diane Burgis
		Karen Mitchoff
		Federal D. Glover
NO:	<input type="text"/>	
ABSENT:	<input type="text"/>	
ABSTAIN:	<input type="text"/>	
RECUSE:	<input type="text"/>	



Resolution No. 2018/614

IN THE MATTER OF: California Department of Aging, Health Insurance Counseling and Advocacy Program, Agreement HI-1718-07 Amendment 2 Funding

WHEREAS, the Contra Costa County Employment and Human Services Department receives funding for and provides Health Insurance and Advocacy Program (HICAP) services, and WHEREAS, the California Department of Aging has made additional funding available to County for the contract period July 1, 2017 through June 30, 2020, in an amount of \$34,626, through Contract Number HI-1718-07, Amendment 2.

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 Aging to increase the contract amount by \$34,626 to a new contract total of \$993,674 for Health Insurance Counseling and Advocacy Program services for the period July 1, 2017 through June 30, 2020.

I hereby certify that this 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: Elaine Burres, 608-4960

ATTESTED: December 18, 2018

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

By: Laura Cassell, 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 12/18/2018 by the following vote:

AYE: **John Gioia**
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2018/614

IN THE MATTER OF: California Department of Aging, Health Insurance Counseling and Advocacy Program, Agreement HI-1718-07 Amendment 2 Funding

WHEREAS, the Contra Costa County Employment and Human Services Department receives funding for and provides Health Insurance and Advocacy Program (HICAP) services, and WHEREAS, the California Department of Aging has made additional funding available to County for the contract period July 1, 2017 through June 30, 2020, in an amount of \$34,626, through Contract Number HI-1718-07, Amendment 2.

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 Aging to increase the contract amount by \$34,626 to a new contract total of \$993,674 for Health Insurance Counseling and Advocacy Program services for the period July 1, 2017 through June 30, 2020.

I hereby certify that this 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: Elaine Burres, 608-4960

ATTESTED: December 18, 2018

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

Laura Cassell

By: Laura Cassell, Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Acceptance of Grant Award #28-385 with the California Endowment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to accept on behalf of the County Grant Award #28-385 with the California Endowment, to pay County an amount not to exceed \$14,218 for the Health Services Department's (HSD) Health Career Peer Education Program (PEP) Initiative, for the period from December 1, 2018 through July 31, 2019.

FISCAL IMPACT:

Approval of this Grant Award will result in an amount not to exceed \$14,218 of State funding for the Reducing Health Disparities Initiative. No County funds are required.

BACKGROUND:

The goal of this program is to increase youth access to public health, medical and clinical careers through piloting a peer education model for students in Richmond and West Contra Costa County (WCCC). The PEP Initiative will allow peer educators to provide instruction of the Public Health Solutions (PHS) curricula to at least 100 WCCC Unified School District high school academy students. Peer educators will also provide classroom facilitation, teacher support, activities,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Anna Roth,
925-370-5101

BACKGROUND: (CONT'D)

college and career focused events and coordinate PHS program internships for students in the West Contra Costa Unified School District with an emphasis on serving underrepresented students of color.

Approval of Grant Award #28-385 will provide funding for the PEP Initiative through July 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this Grant Award is not approved, County will not receive additional funds to support underrepresented students of color in the West Contra Costa Unified School District.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: Veterans in the Arts Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to apply for and accept funding in an amount up to \$10,000 from the State's California Arts Council for the Veterans in the Arts program.

FISCAL IMPACT:

If approved, the County will receive up to \$10,000. The grant requires a 100% County match, of which 50% can be an in-kind match.

BACKGROUND:

The Veterans in the Arts (VIA) program is rooted in the California Arts Council's (CAC) desire to increase equity, access, and opportunities for veterans to participate in quality arts programming that is sensitive and responsive to their unique experiences. The VIA program provides project and partnership support for State-Local Partners (SLPs) to reach veterans, active military, and their families. VIA serves to enrich the lives of veterans through arts programming.

In 2014, the County as the SLP in Contra Costa, responded to the CAC VIA pilot grant opportunity with a proposal to develop the AboutFace: Building Veterans Self-understanding through Self-expression project.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Julia Taylor,
925.335.1043

cc:

BACKGROUND: (CONT'D)

After a successful AboutFace pilot project in FY15-16, the County has applied for and received VIA funding each fiscal year, ever since. The Arts Commission of Contra Costa County (AC5) has led the AboutFace project each year, which conducts painting workshops throughout the five County districts. The County offers two-day self-portrait painting workshops to interested Contra Costa County veterans, at no cost and with all painting materials provided. AC5 continues to engage community partners to lend support to this project.

Approval of this request will allow the County to compete for the new grant so that more County veterans can participate in the AboutFace project during the grant period June 1, 2019 through May 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not compete for the grant and be able to provide AboutFace project painting workshops to veterans in FY 2019-20.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Agreement #28-388 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 Standard Agreement #28-388 (State #18-10576) with the California Department of Public Health, to pay the County an amount not to exceed \$76,776 for the County's Public Health HIV Prevention Services Project, for the period from November 1, 2018 through June 30, 2019.

FISCAL IMPACT:

Approval of this Agreement will result in an amount not to exceed \$76,776 of funding from the California Department of Public Health. No County funds are required.

BACKGROUND:

This State augmentation will allow the County to provide additional HIV prevention activities for Contra Costa County residents. The Public Health Division will provide prevention, risk reduction and Pre-exposure prophylaxis (PrEP) training to health care providers and residents. The overall goal of these activities is to increase sexual health and PrEP screening in primary healthcare settings, increase PrEP prescriptions and PrEP awareness.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Daniel Peddycord,
925-313-6712

BACKGROUND: (CONT'D)

Approval of Standard Agreement #28-388 will allow the County to continue to receive one time augmentation funds to support the HIV Prevention Services Project through June 30, 2019. This agreement includes mutual indemnification.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not receive the necessary funding to support the reduction in transmission of HIV prevention services that will reduce hospitalization and support to HIV positive individuals to live at home or allow for compliance with State and Federal requirements for reporting of communicable disease.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Agreement #28-706-21 with Public Health Foundation Enterprises, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #28-706-21 with Public Health Foundation Enterprises, Inc., a non-profit corporation, to pay County an amount not to exceed \$53,294 for participation in the California Emerging Infections Program (EIP) for the period from September 1, 2018 through August 31, 2019.

FISCAL IMPACT:

The Agreement will result in an amount not to exceed \$53,294 in funding by Food and Drug Administration Grant for the Emerging Infections Program through the Public Health Foundation Enterprises, Inc. (No County match required)

BACKGROUND:

The National Antimicrobial Resistance Monitoring System (NARMS) for Enteric Bacteria was established in 1996 to monitor bacterial resistance, specifically, the resistance among Salmonella and other enteric bacteria. The 17 participating state health departments forward every tenth human Salmonella isolate to Center for Disease Control (CDC) for antimicrobial susceptibility testing.

The CDC is requesting

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/18/2018 ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Daniel Peddycord,
925-313-6712

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

that additional EIP sites participate in the study of food-borne bacteria. Such bacteria is not uncommon and often is associated with the use of antimicrobial agents in food animals, especially in retail food. This study will assist in generating a database that may be utilized to augment the development of intervention programs to stem the high prevalence of antimicrobial resistance in the meal and poultry food supply. The goal of the study is to determine the prevalence of antimicrobial resistance among Salmonella, Campylobacter, E.coli and enterococci isolated from a sample of chicken, ground turkey, ground beef and pork chops purchased from selected grocery stores in the catchment area of the California EIP FoodNet site. This will include samples collected from Contra Costa, Alameda and San Francisco County retail grocery stores.

Approval of this Agreement #28-706-21 will allow funding to support the EIP - Retail Foods Project, through August 31, 2019. This Agreement includes mutual indemnification.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the County will not receive additional funding to continue provide services for the EIP.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Agreement #28-387 with the National Association of County and City Health Officials

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #28-387 (Grantor #2018-112902) with the National Association of County and City Health Officials (NACCHO), to pay the County an amount not to exceed \$20,000 to improve communication and situational awareness in response to medical and public health emergencies, for the period from December 1, 2018 through June 1, 2019.

FISCAL IMPACT:

Approval of this Agreement will result in an amount not to exceed \$20,000 of funding from NACCHO. No County funds are required.

BACKGROUND:

The goal of this Program is to improve the bidirectional communication and situational awareness between Medical Reserve Corps (MRC) Units and external stakeholders to promote the MRC's capability to meet the needs and respond to medical and public health emergencies at the local, state and regional level.

Approval of Standard Agreement #28-387, which contains a provision for mutual indemnification, will allow the County to receive funds to improve responses to medical and public health emergencies through June 1, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Patricia Frost,
925-646-4690

cc: Marcy Wilehl

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not be as prepared for a medical or public health emergency.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: CONTRACT WITH LEXISNEXIS FOR AN AUTOMATED COUNTYWIDE WARRANT SYSTEM

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator or designee to execute, subject to approval as to form by County Counsel, a Software and Services Agreement including modified indemnification with LexisNexis Coplogic Solutions, Inc., in an amount not to exceed \$1,416,000 for a countywide warrant management software system, configuration services, data hosting, and maintenance and support, for the period December 11, 2018 through December 10, 2023.

FISCAL IMPACT:

The contract cost comprises software licensing and configuration in the amount of \$495,000, system enhancements in the amount of \$236,500, and five years of vendor-supplied hosting and maintenance in the amount of \$684,500 or \$136,900 per year. In addition to the contract cost, the project will also incur internal County costs for mainframe interface programming and wide area network services provided by the Department of Information Technology.

The cost of the contract will be funded through penalty assessments on failure to appear/failure to pay on Vehicle Code violations. The penalty assessment raises about \$200,000 per year and was meant to be supplemented, if necessary, by city and county contributions in order to operate a countywide coordinated warrant system. The penalty assessment is restricted to the development and maintenance of warrant

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Julie DiMaggio Enea
925.335.1077

FISCAL IMPACT: (CONT'D)

information systems and was prompted by a statewide recognition of the outstanding warrant problem and the need for warrant reform. The system manages court-ordered warrants, and failure to appear warrants, and provides the ability to print warrant reports and abstracts (permission to arrest). The funds are budgeted in Department 0260. Based on historical receipts, the penalty assessments should be sufficient to cover the system cost over course of the project. Any shortages would need to be recovered through contributions by the County and local law enforcement agencies that rely on the system.

BACKGROUND:

The County currently has two systems that support the automated warrant system. The first system is the test and development system, which was the prior production hardware put into service in 2004. IBM AS400 hardware and software support for this system ended in 2014. The second system is the production IBM AS400 server (put into service in 2009) that operates on an IBM operating system, which was supported by IBM until September 30, 2017 but is now considered obsolete and is no longer supported.

IBM advised us that, due to the age of the hardware and obsolete version of the software, an attempt to simply update the system in its current environment will not be successful. Due to compatibility issues, we are unable to migrate the warrant system application, which is written in COLBOL and Pascal, to the current release hardware and software operating system because the Pascal program compiler was discontinued in 1991. The Pascal program represents only 5 percent of the entire warrant system application but is an essential component for the communications portion of the application. We have made several unsuccessful attempts over the last ten years to rewrite the communications code into a supported programming language.

To serve the needs of local law enforcement agencies, the warrant management system must be highly-available, web-based, multi-user, and in a California Justice Information Services hosted environment. The proposed warrant management system must provide the ability to restrict editing of warrant data by agency. More than 25 local law enforcement and justice agencies rely daily on the availability and performance of the warrant management system.

The County Administrator's Office solicited proposals for a replacement system and, in June 2017, received one qualifying and responsive bid from LexisNexis Coplogic Solutions, Inc.. LexisNexis has nearly 10 years of experience with warrant management systems. In 2008, they developed a statewide electronic warrants solution (eWarrants) for the Kentucky Office of Homeland Security that has nearly eliminated all paper warrants in the Commonwealth of Kentucky. eWarrants automates the process of requesting, authorizing, and serving warrants and protective orders. It can also be used for subpoenas, summons, eviction notices, and any other servable document authorized by the courts and subsequently served by law enforcement. Since inception, more than 1.7 million electronic records have been processed through eWarrants. This is significant, as when the first counties entered the eWarrants pilot program, the state had an estimated 300,000 outstanding paper warrants, which were housed in decentralized physical locations. In 2016, eWarrants processed 317,619 warrants. The service rate in Kentucky for all newly created records is 87%. Arrest warrants average roughly 90% and indictments are approximately 95%.

The Law & Justice Systems Unit of the County Administrator's Office will administer the warrant management system on behalf of all local law enforcement agencies and coordinate the system interfaces with the Superior Court in consultation with the Department of Information Technology.

LexisNexis has agreed to indemnify the County up to \$1.5 million for liability resulting from the negligence or willful misconduct of its officers, employees, agents, contractors, and will additionally maintain \$10 million of cyber insurance per claim and in aggregate for losses relating to data loss or breach.

CONSEQUENCE OF NEGATIVE ACTION:

Disapproval of the recommendation will continue the *status quo* mainframe warrant management system, which is 30 years old, at a high risk of failure due to system obsolescence and lack of technical know-how to support the system, and is no longer supported by IBM. System failure would have serious consequences for the Superior Court, the Sheriff, and other local law enforcement agencies that are required to exercise and maintain evidence of due diligence in serving court warrants.



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: December 18, 2018

Subject: Software and Services Agreement – Bibliocommons, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Librarian, or designee, to execute a Library Subscription Master Agreement with Bibliocommons Inc., including mutual indemnification, in an amount not to exceed \$632,000 for hosting library content management software system and catalog, for the period January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

100% Library Fund.

BACKGROUND:

The Contra Costa County Library ensures easy, equitable access to library services for all Contra Costa County residents. The Library's Strategic Plan guides the Library in prioritizing its resources, manpower, programming and efforts. The plan's goals and objectives were developed by collecting extensive input from community members and research findings. The Strategic Plan is a powerful tool in tailoring, reshaping and rethinking how library services, facilities and programs support the needs of the community.

This Library Subscription Master Agreement with Bibliocommons will provide the Library the ability to create a new website with a comprehensive Content Management System and Catalog Discovery Layer developed specifically for libraries. It will allow the Library's site, including its catalog and events calendar, to be fully compatible with mobile devices. The software will enable the Library to offer many improved

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Melinda Cervantes,
925-608-7700

cc:

BACKGROUND: (CONT'D)

online features such as, natural language search, shareable booklists, the ability to virtually browse shelves, FRBR logic results (meaning all formats will display in a single search result), a built-in Awards and Bestsellers database, and read-alike suggestions when a searched for item is not available. It offers seamless integration and promotion of catalog content on the website and web content in the catalog. Bibliocommons is fully compatible with the Library's existing Integrated Library System (ILS). Patrons will also have the option to post and share content with other library users regarding books and other media in the Library's collection. The system also provides controls for children's safety. Children under the age of 13 will not have the ability to post free text, create their own user names or send and receive private messages.

This Agreement includes modifications to the General Conditions for the County and Contractor: Section 19.1 (Indemnification). As modified, the County agrees to indemnify and hold harmless Bibliocommons for the County's share of any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person, including attorneys fees, arising out of the willful misconduct or the negligent acts, errors or omissions of the County in the performance of this Agreement.

Bibliocommons will enforce the Terms of Use that library patrons agree to when they use the system, including removal of content that violate the Terms of Use. Under the agreement, Bibliocommons does not indemnify County for third party claims based on content removal, but Bibliocommons will notify the County if a patron appeals removal of content posted to the system due to a Terms of Use violation.

Bibliocommon's liability is limited under the contract to the amount of fees paid in the 12 months preceding a claim. The limitation of liability does not apply to Bibliocommons' intellectual property indemnity obligation.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Library would be unable to manage strategic planning outcomes to increase and enhance the patron library experience.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #74-058-26 with Seneca Family of Agencies

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74-058-26 with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed \$8,644,842, to provide school and community-based wraparound mental health services and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) children and their families for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$4,322,421.

FISCAL IMPACT:

This Contract is funded by 49% Federal Medi-Cal, 39% County Realignment, 6% Mount Diablo/Martinez/Walnut Creek Unified School District Grants and 6% Employment and Human Services Department. (Rate increase)

BACKGROUND:

On February 6, 2018, the Board of Supervisors approved Novation Contract #74-058-25 with Seneca Family of Agencies for the provision of mobile crisis response and specialty mental health services for SED children, for the period January 1, 2018 through June 30, 2018, which

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925- 957-5201

BACKGROUND: (CONT'D)

included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #74-058-26 allows the Contractor to continue providing mobile crisis response and school and community-based children's specialty mental health services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children throughout the County will not have access to Contractor's mobile crisis, and school and community-based mental health services, possibly resulting in the need for higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #74-526-3 with Community Options for Families and Youth, Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74-526-3 with Community Options for Families and Youth, Incorporated, a non-profit corporation, in an amount not to exceed \$2,104,222, to provide mental health services, multisystemic therapy (MST) and Functional Family Therapy for Seriously Emotionally Disturbed (SED) adolescents and their families for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,052,111.

FISCAL IMPACT:

This Contract is funded by 40% Federal Medi-Cal, 40% Mental Health Realignment, and 20% Probation/Mentally Health Service Act. (Rate increase)

BACKGROUND:

On November 7, 2017, the Board of Supervisors approved Contract #74-526-1, as amended by Amendment Agreement #74-526-2, with Community Options for Families and Youth, Inc., for the provision of mental health services including MST and Functional Family Therapy Program for SED adolescents who are discharged from Juvenile Hall and the Orin Allen Youth Rehabilitation Facility

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

for the period from July 1, 2017 through July 31, 2018 which included a six-month extension through December 31, 2018.

Approval of Novation Contract #74-526-3 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing mental health services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children and adolescents involved in the juvenile justice system will not have access to Contractor's mental health services which may result in a reduction of services and placement in higher levels of care.

CHILDREN'S IMPACT STATEMENT:

"Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #74-315-15 with Community Options for Families and Youth, Incorporated

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #74-315-15 with Community Options for Families and Youth, Incorporated, a non-profit corporation, in an amount not to exceed \$2,133,536, to provide Therapeutic Behavioral Services (TBS) and Counseling Enriched Classroom (CEC) school based services to Seriously Emotionally Disturbed (SED) children and youth, and their families, for the period from July 1, 2018 through June 30, 2019, which includes a six-month automatic extension through December 31, 2019 in an amount not to exceed \$991,768.

FISCAL IMPACT:

This Contract is funded by 46% Federal Early and Periodic Screening, Diagnosis and Treatment (EPSDT); 46% Mental Health Realignment; 8% Pittsburg Unified School District (PUSD) incoming fund. (Rate increase)

BACKGROUND:

On June 13, 2017, the Board of Supervisors approved Novation Contract #74-315-13, amended by Contract Amendment Agreement #74-315-14, with Community Options for Families and Youth, Incorporated to provide TBS, Multisystemic Behavioral Therapy and CEC school based services, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

Approval of Novation Contract #74-315-15 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children and youth involved in the juvenile justice system will not have access to Contractor's mental health services which may result in a reduction of services and placement in higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This TBS program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #24-213-55 with Desarrollo Familiar, Inc., (dba Familias Unidas)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-213-55 with Desarrollo Familiar, Inc., (dba Familias Unidas), a non-profit corporation, in an amount not to exceed \$286,523, to provide mental health services in West Contra Costa County for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$143,261.

FISCAL IMPACT:

This Contract is funded 18% Federal Medi-Cal; 40% Substance Abuse/Mental Health Services Administration (SAMHSA) Grant; 42% by Mental Health Realignment. (Rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing information and referrals, consultation and education, and outpatient mental health services for Spanish-speaking, mentally ill clients in West Contra Costa County at Familias Unidas Counseling Center.

On December 12, 2017, the Board of Supervisors approved Novation Contract #24-213-54 with Desarrollo Familiar, Inc., for the provision of mental health services in West Contra Costa County for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925- 957-5201

BACKGROUND: (CONT'D)

Approval of Novation Contract #24–213–55 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this novation contract is not approved, a significant number of County's mentally ill, Spanish-speaking adult clients in West Contra Costa County will experience reduced access to the information, referrals, consultation, education, and outpatient mental health services that they need.

CHILDREN'S IMPACT STATEMENT:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #24-928-27 with Fred Finch Youth Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-928-27 with Fred Finch Youth Center, a non-profit corporation, in an amount not to exceed \$1,295,794, to provide school and community based mental health services to adolescent children, including Therapeutic Behavioral Services (TBS), for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$637,897.

FISCAL IMPACT:

This Contract is funded 49% Federal Medi-Cal, 49% Mental Health Realignment and 2% by Mt. Diablo Unified School District. (Rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing school and community based mental health services including: assessments, individual, group and family therapy, medication support, case management, outreach, TBS and crisis intervention services for Seriously Emotionally Disturbed (SED) middle and high school aged children and their families.

On August 8, 2017, the Board of Supervisors approved Novation Contract #24-928-26 with Fred Finch Youth Center, for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of school-based day treatment and mental health services for students in the Mt. Diablo Unified School District.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

Approval of Novation Contract #24-928-27 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children within the Mt. Diablo Unified School District will not receive the school-based day treatment and mental health services that they need and may require higher and more costly levels of treatment.

CHILDREN'S IMPACT STATEMENT:

This EPSDT program supports the following Board of Supervisors' community outcomes; "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Interagency Agreement #74-191-14 with West Contra Costa Unified School District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Interagency Agreement #74-191-14 with West Contra Costa Unified School District, a government agency, in an amount not to exceed \$613,650, to provide wraparound services to Severely Emotionally Disturbed (SED) children for the period from July 1, 2018 through June 30, 2019. This Interagency Agreement includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$304,325 .

FISCAL IMPACT:

This Agreement is 50% Federal Medi-Cal, 49% Mental Health Realignment and 1% West Contra Costa Unified School District. (Rate increase)

BACKGROUND:

This Agreement meets the social needs of County's population by providing child-family team facilitators and other wraparound services to families of children with serious emotional and behavioral disturbances; facilitates multi-agency collaborative service delivery; and minimizes the need for crisis services and involvement with the Juvenile Justice System.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

On June 30, 2017, the Board of Supervisors approved Contract #74-191-13 with West Contra Costa Unified School District for the provision of wraparound services to SED children for the period from July 1, 2017 through June 30, 2018, which includes a six-month automatic extension through December 31, 2018.

Approval of Interagency Agreement #74-191-14 replaces the automatic extension under the prior Agreement and allows Contractor to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this Agreement is not approved, there will be fewer wraparound services available to families of children with serious emotional and behavioral disturbances in West Contra Costa County, which may result in the need for crisis services and involvement with the juvenile justice system.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #24-773-26 with Mountain Valley Child and Family Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-773-24 with Mountain Valley Child and Family Services, Inc., a non-profit corporation, in an amount not to exceed \$2,448,767 to provide intensive day treatment, mental health services and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) youth and dependents for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019 in an amount not to exceed \$1,224,383.

FISCAL IMPACT:

This Contract is funded 50% Federal Medi-Cal; 24% Mental Health Realignment and 26% Employment and Human Services Department. (Rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing mental health day treatment for wards of the court to reduce the need for hospitalization.

On September 26, 2017, the Board of Supervisors approved Novation Contract #24-773-24, as amended by Contract Amendment Agreement #24-773-25, with

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925- 957-5201

BACKGROUND: (CONT'D)

Mountain Valley Child and Family Services, Inc. for the provision of a intensive day treatment, TBS, and mental health services for SED youth and dependents for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018.

Approval of Novation Contract #24-773-26 replaces the automatic extension under the prior Contract and allows the Contractor to continue providing services, through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer placement options for clients that require day treatment services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Novation Contract #24-925-30 with Lincoln

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Novation Contract #24-925-30 with Lincoln, a non-profit corporation, in an amount not to exceed \$5,799,836, to provide mental health services for Seriously Emotionally Disturbed (SED) students and their families including multi-dimensional family treatment program and school-based services, for the period from July 1, 2018 through June 30, 2019. This Contract includes a six-month automatic extension through December 31, 2019, in an amount not to exceed \$2,899,918.

FISCAL IMPACT:

This Contract is funded by 48% Federal Medi-Cal, 37% County Mental Health Realignment, 13% Antioch/Pittsburg Unified School Grant and 2% The Tides Foundation Grant. (Rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing therapy, medication support, case management, outreach, and crisis intervention services to elementary and junior high aged students in East Contra Costa County in order to reduce the need for

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

out-of-home placements.

On October 17, 2017, the Board of Supervisors approved Novation Contract #24-925-29 with Lincoln Child Center, Inc., for the period from July 1, 2017 through June 30, 2018, which included a six-month automatic extension through December 31, 2018, for the provision of school-based mental health services and a multi-dimensional family treatment program for SED students and their families.

Approval of Novation Contract #24-925-30 replaces the automatic extension under the prior Contract and allows Lincoln to continue providing services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, over 200 SED students, in ten East Contra Costa County schools would not have access to mental health services while the County solicited and engaged an alternative contractor. This delay could necessitate higher levels of care for those students.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: APPROVE a Contract Amendment with Waters Moving & Storage, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Waters Moving & Storage, Inc., to increase the payment limit from \$97,000 to a new payment limit of \$140,000 to provide moving services, with no change to the original term of June 1, 2016 through May 31, 2019, Countywide. (100 % General Fund)

FISCAL IMPACT:

This cost is to be funded through the Public Works Department Facilities Services budget. (100% General Fund)

BACKGROUND:

Public Works Facilities is responsible for moving County offices and facilities, paid storage and office landscape partition furniture (OLP) repair, replacement and adjustment. As bid on Bidsync #1604-175, Waters Moving & Storage was the second lowest responsible and responsive vendor, and is one of two vendors that have been awarded this commodity. We are in the final year of a three-year contract. The initial funding amount allotted to Waters Moving & Storage has been exhausted and Facilities Services is requesting the dollar amount be amended.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Stan Burton
925-313-7077

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, sublet moving services will not be performed.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Amendment #27-689-7 with Epic Care

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #27-689-7 with Epic Care, a corporation, effective August 21, 2018, to amend Contract #27-689-6 to increase the payment limit by \$250,000 from \$7,000,000 to a new payment limit of \$7,250,000, with no change in the term of December 1, 2017 through November 30, 2019.

FISCAL IMPACT:

This amendment is funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II. (Rate increase)

BACKGROUND:

On December 5, 2017, the Board of Supervisors approved Contract #27-689-6 with Epic Care to provide hematology, oncology, gastric bypass surgery, and plastic and reconstructive surgery services for CCHP members, for the period from December 1, 2017 through November 30, 2019.

Approval of Contract Amendment Agreement #27-689-7 will allow the Contractor to provide additional otolaryngology services through November 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Sharron Mackey,
925-313-6004

cc: K Cyr, K Cyr

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, certain specialized health care services for CCHP members under the terms of their individual and group Health Plan membership contracts with the County will not be provided.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Additional Allocation of FY 2018/19 Keller Canyon Mitigation Funds

RECOMMENDATION(S):

APPROVE an allocation of \$7,000 of FY 2018/19 Keller Canyon Mitigation funds (KCMF), District V Initiatives, on behalf of the Contra Costa County Elections Department, for Americans with Disabilities Act (ADA) access improvements to the Ambrose Community Center and a polling center for Contra Costa County elections, as recommended by the Keller Canyon Mitigation Fund Review Committee.

FISCAL IMPACT:

Recommended funding will come from unallocated FY 2018/19 Keller Canyon Mitigation Funds (KCMF) and, therefore, the action will have no impact on the County's General Fund.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Daniel Davis, (925)
674-7886

cc:

BACKGROUND:

On August 7, 2018, the Board of Supervisors approved the FY 2018/19 KCMF Allocation Plan (Plan). As part of the Plan, 91 projects/programs/initiatives were granted funding totaling \$1,466,120. A balance of \$127,185 in KCMF funds remained unallocated and kept in reserve to address any requests for additional funding or emerging issues. Of this amount, \$7,000 (the recommended allocation) originates from unexpended funds that were allocated to Contra Costa County Clerk-Recorder Department in FY 2017/18 for the same project. These funds were recaptured due to the project being completed after the conclusion of FY 2017/18. On October 10, 2018, the Committee recommended that these funds be reallocated to District V to pay for the improvements recently completed at the Ambrose Community Center polling location, located at 3105 Willow Pass Road, in the Bay Point area. Improvements included accessibility improvements to the front door area, and the replacement of the deteriorated unloading area at the ADA parking location.

CONSEQUENCE OF NEGATIVE ACTION:

Not approving the recommended allocation could continue creating barriers to accessible voting during County elections, which would violate Title II of the Americans with Disabilities Act (ADA).

CHILDREN'S IMPACT STATEMENT:

The allocation of KCMF funding for ADA access improvements to the Ambrose Community Center supports the following outcome in the Children's Report Card: *families are safe, stable, and nurturing.*



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract Extension #23-628-1 with Groupware Technology, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #23-628-1 with Groupware Technology, Inc., a corporation, to amend Contract #23-628, to extend the termination date from December 31, 2018 to December 31, 2019 with no change in the Payment Limit of \$136,400 to provide data migrations services for the new data center.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On June 5, 2018, the Board of Supervisors approved Contract #23-628, with Groupware Technology, Inc. to provide consulting and technical assistance for data migration to the Health Service Department's Information Technology Unit Data Center for the period of June 5, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #23-628-1 will allow the Contractor to continue to provide data migration services in order to complete new data center through December 31, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Patrick Wilson,
925-335-8700

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, County will not have access to Contractor's data migration services to complete the data center.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 18, 2018

Subject: Amend Interagency Agreement with Contra Costa County Office of Education for Youth Workforce Development Services and Regional Planning

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement amendment with Contra Costa County Office of Education, effective December 1, 2018, to increase the payment limit by \$194,925 to a new payment limit of \$754,925, to update both youth workforce development services being provided and regional plans for the East Bay Regional Planning Unit as required by the Workforce Innovation and Opportunity Act (WIOA), with no change to the original term ending June 30, 2019.

FISCAL IMPACT:

This interagency agreement will increase department expenditures by \$194,925 to a new payment limit of \$754,925, funded 100% with Federal WIOA revenue. \$150,000 of the increase is for updating youth workforce development services being provided and \$44,925 is for updating regional plans for the East Bay Regional Planning Unit.

BACKGROUND:

This contract was awarded through Request for Proposal (RFP) 1150 for the provision of comprehensive WIOA youth development services to eligible youth ages 16-24 in Contra Costa County. Funding for this contract will come from WIOA formula youth funds and additional funding

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Gina Chenoweth
8-4961

cc:

BACKGROUND: (CONT'D)

designated for regional planning work.

WIOA defines the nation's job training system and provides guidance for local workforce investment systems designed to increase the employment, retention, and earnings of participants, and to increase occupational skill attainment by participants. The goals of these efforts are to improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation's workforce. Contractor will provide a systematic approach that offers eligible in-school and out-of-school youth a broad range of coordinated services.

This includes assistance in academic and occupational learning; development of leadership skills; and preparation for further education, additional training, and eventual employment. Programs will provide guidance for youth that is balanced with appropriate consideration of each youth's involvement in his or her training and educational plan.

This amendment will also increase the Agency's responsibilities to include support services to the partners in the East Bay Regional Planning Unit (EBRPU) in developing a regional plan, as required by the WIOA. The plan seeks to align of goals and outcomes in EBRPU workforce development efforts. Guidance for modifying plans is provided in EDD Directive WSD18-01. The Contra Costa County Office of Education will conduct necessary interviews and provide data and content for the East Bay regional plan and write a funding proposal for Alameda and Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Without this interagency agreement, workforce development efforts within the EBRPU will be less coordinated and the in-school and out-of-school youth in Contra Costa County will not receive assistance in overcoming barriers to employment, job readiness, educational programs, and career building.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five of Contra Costa County's community 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" by providing training and employment opportunities for in-school and out-of-school youth.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #76-602-1 with Elizabeth M. Berryman, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-602-1 with Elizabeth M. Berryman, M.D., an individual, in an amount not to exceed \$300,000, to provide patient care services at Contra Costa County's adult and juvenile detention facilities for the period December 1, 2018 through November 30, 2019.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On December 19, 2017, the Board of Supervisors approved Contract #76-602 with Elizabeth M. Berryman, M.D., to provide patient care services at Contra Costa County's adult and juvenile detention facilities, for the period from December 1, 2017 through November 30, 2018.

Approval of Contract #76-602-1 will allow Contractor to continue to provide patient care services at Contra Costa County's adult and juvenile detention facilities through November 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.
925-370-5525

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring care at Contra Costa County's adult and juvenile detention facilities will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #27-963-2 with Insite Digestive Health Care

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-963-2 with Insite Digestive Health Care, a general partnership, in an amount not to exceed \$600,000, to provide gastroenterology services for Contra Costa Health Plan (CCHP) members for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II. (Rate increase)

BACKGROUND:

On March 21, 2017 the Board of Supervisors approved Contract #27-963-1 with Insite Digestive Health Care to provide gastroenterology services for CCHP members, for the period from January 1, 2017 through December 31, 2018.

Approval of Contract #27-963-2 will allow the Contractor to continue providing gastroenterology services through December 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Sharron Mackey,
925-313-6104

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #27-249-7 with Armen Serebrakian, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-249-7 with Armen Serebrakian, M.D., an individual, in an amount not to exceed \$500,000, to provide otolaryngology services to Contra Costa Health Plan (CCHP) members for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Funds II. (No rate increase)

BACKGROUND:

On January 17, 2017, the Board of Supervisors approved Contract #27-249-6 with Armen Serebrakian, M.D., to provide otolaryngology services to CCHP members, for the period from January 1, 2017 through December 31, 2018.

Approval of Contract #27-249-7 will allow Contractor to continue providing otolaryngology services through December 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Sharron Mackey,
925-313-6104



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #27-827-4 with Thomas J. Mampalam, M.D., A Professional Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-827-4 with Thomas J. Mampalam, M.D., A Professional Corporation, in an amount not to exceed \$200,000 to provide neurosurgery services for Contra Costa Health Plan (CCHP) members for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II. (Rate increase)

BACKGROUND:

On December 20, 2016, the Board of Supervisors approved Contract #27-827-3 with Thomas J. Mampalam, M.D., A Professional Corporation to provide neurosurgery services for CCHP members, for the period January 1, 2017 through December 31, 2018.

Approval of Contract #27-827-4 will allow Contractor to continue providing neurosurgery services through December 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Sharron Mackey,
925-313-6104

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for its members under the terms of their Individual and Group Health plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #27-569-8 with William W. Chen, M.D., Medical Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-569-8 with William W. Chen, M.D., Medical Corporation, in an amount not to exceed \$410,000 to provide primary care, allergy and immunology services to Contra Costa Health Plan (CCHP) members for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

On December 6, 2016, the Board of Supervisors approved Contract #27-569-7 with William W. Chen, M.D., Medical Corporation, to provide primary care services to CCHP members for the period from January 1, 2017 through December 31, 2018.

Approval of Contract #27-569-8 will allow the Contractor to provide primary care, allergy and immunology services to CCHP members through December 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Sharron Mackey,
925-313-6104

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Amendment #24-681-95(1) with Razen and Ruztin, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #24-681-95(1) with Razen and Ruztin, LLC, a Limited Liability Company, effective November 1, 2018, to amend Contract #24-681-95, to increase the level IV payment rate for a higher level of care for residential board and care services with no change in the payment limit and no change in the original term of July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This amendment is funded 100% by Mental Health Realignment. (Rate increase)

BACKGROUND:

On July 24, 2018, the Board of Supervisors approved Contract #24-681-95 with Razel and Ruztin, LLC, for the provision of augmented residential board and care services, including room, board, care and supervision, for the period from July 1, 2018 through June 30, 2019. Approval of Contract Amendment Agreement #24-681-95(1) will allow the Contractor to provide additional higher level residential board and care services to clients through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White,
925-957-5201

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, clients will not receive additional higher levels of care for County's mentally disordered residents and will not receive the care and supervision needed which may result in increased hospitalizations.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Agreement #72-070-4 with County of Plumas

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #72-070-4 containing mutual indemnification with the County of Plumas, a government agency, to pay the County of Plumas (Host County), in an amount not to exceed \$275,000, to participate in the Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM) programs, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This Agreement is funded 100% by County MAA/TCM funds.

BACKGROUND:

MAA is a program which allows local governing agencies (LGA), including Contra Costa County, to receive federal reimbursement for activities necessary for the proper and efficient administration of the Medi-Cal State plan. TCM allows LGAs to receive federal funds for providing services which assist a Medi-Cal individual in a defined target population to gain access to needed medical, social, educational, and other services. To participate in the MAA and TCM programs,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Dan Peddycord,
925-313-6712

BACKGROUND: (CONT'D)

each LGA must pay a participation fee. The participation fee is paid to the "host" (Plumas County). The "host" county administers the supporting funds for the state program that oversees the MAA/TCM programs and for the activities of the LGA consortium. The "host" county invoices each participating LGA on an annual basis. The participation fee is calculated yearly from base year, claiming amounts for county-based MAA/TCM for each participating LGA.

On August 15, 2017, the Board of Supervisors approved Agreement #72-070-3, with the County of Plumas to provide MAA/TCM host county services, for the period from July 1, 2017 through June 30, 2018.

Approval of Agreement #72-070-4, which contains a provision for mutual indemnification, allows the County to continue participation in the MAA/TCM program through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not be a participant in the LGA consortium, and will not receive the financial support needed to provide MAA/TCM services for County's Medi-Cal clients.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #74-394-11 with Ronald L. Leon, M.D., Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-394-11 with Ronald L. Leon, M.D, Inc., a corporation, in an amount not to exceed \$209,664 to provide outpatient psychiatric services to County patients in East County, for the period from April 1, 2019 through March 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% Mental Health Realignment. (Rate increase)

BACKGROUND:

On March 20, 2018, the Board of Supervisors approved Contract #74-394-9 (as amended by Amendment Agreement #74-394-10) with Ronald L. Leon, M.D., Inc., to provide outpatient psychiatric services, including diagnosing, counseling, and evaluating, and providing medical and therapeutic treatment to, County patients in East County, for the period from April 1, 2018 through March 31, 2019.

Approval of Contract #74-394-11 will allow Contractor to continue providing outpatient psychiatric services through March 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White,
925-957-5201

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, adult patients in East County requiring outpatient psychiatric services will not have access to Contractor's services.



Contra Costa County

To: Board of Supervisors
 From: Joseph E. Canciamilla, Clerk-Recorder
 Date: December 18, 2018

Subject: Increase Contract Spending Limit for Printing and Mailing Sample Ballot Materials

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Clerk-Recorder, or designee, to execute a contract amendment effective December 18, 2018 with Consolidated Printing, Inc., to increase the payment limit by \$1,500,000 to a new payment limit of \$5,500,000 for printing and mailing sample ballot materials, with no change to the term ending December 31, 2018.

FISCAL IMPACT:

The cost is 100% County General Fund, with a portion of the increase reimbursed by the districts for whom the Elections Division conducts elections.

BACKGROUND:

The increase in payment limit is needed because the addition of Chinese as a mandated language combined with the number and length of ballot measures in 2018 considerably increased the cost of the production and delivery of voting information and materials.

CONSEQUENCE OF NEGATIVE ACTION:

The County will be unable to pay for printing services incurred in the conduct of state and federally mandated elections.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
 Candace Andersen, District II Supervisor
 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Scott O. Konopsek,
 925-335-7808

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #26-971-23 with Ramon Berguer, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-971-23 with Ramon Berguer, M.D., an individual, in an amount not to exceed \$460,000 to provide general surgery services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On December 19, 2017, the Board of Supervisors approved Contract #26-971-22 with Ramon Berguer, M.D., to provide general surgery services at CCRMC and Contra Costa Health Centers, for the period from January 1, 2018 through December 31, 2018.

Approval of Contract #26-971-23 will allow Contractor to continue to provide general surgery services at CCRMC and Contra Costa Health Centers through December 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.
925-370-5525

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring general surgery services will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #26-938-24 with David H. Raphael, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-938-24 with David H. Raphael, M.D., an individual, in an amount not to exceed \$630,000 to provide general surgery services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from January 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On December 12, 2017, the Board of Supervisors approved Contract #26-938-23 with David H. Raphael, M.D., to provide general surgery services at CCRMC and Contra Costa Health Centers, for the period from January 1, 2018 through December 31, 2018.

Approval of Contract #26-938-24 will allow Contractor to continue to provide general surgery services at CCRMC and Contra Costa Health Centers through December 31, 2020.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.
925-370-5525

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring general surgery services will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Extension #26-473-26 with SHC Services, Inc. (dba Supplemental Health Care)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #26-473-26 with SHC Services (dba Supplemental Health Care), a corporation, to extend the termination date from December 31, 2018 to June 30, 2019 with no change in the original payment limit of \$1,500,000 for temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-473-25 with SHC Services, Inc., (dba Supplemental Health Care), to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers for the period of July 1, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #26-473-26 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #74-590 with Laura Mata Lopez

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-590 with Laura Mata Lopez, a self-employed individual, in an amount not to exceed \$106,250, to provide mental health assessments, medication management and general healthcare evaluations for youth with co-occurring substance abuse and mental health disorders in West Contra Costa County for the period from December 18, 2018 through July 31, 2019.

FISCAL IMPACT:

This Contract is funded 100% by Mental Health Services Act.

BACKGROUND:

Under Contract #74-590, Contractor will provide mental health assessments, medication management and general healthcare evaluations for youth with co-occurring substance abuse and mental health disorders in West Contra Costa County at the Center for Recovery and Empowerment through July 31, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's clients will not have access to Contractor's professional services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.
925-957-5201



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Extension #26-347-33 with Cross Country Staffing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #26-347-33 with Cross Country Staffing, Inc., a corporation, to extend the termination date from December 31, 2018 to June 30, 2019 with no change in the original payment limit of \$5,000,000, for temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-347-32 with Cross Country Staffing, Inc., to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers for the period of July 1, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #26-347-33 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
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Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Purchase Order with Curascript, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with Curascript, Inc., in an amount not to exceed \$500,000 for the hormone implant Nexplanon to be used at the Contra Costa Regional Medical Centers and Martinez Detention Centers, for the period from December 1, 2018 through November 30, 2019.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

Curascript, Inc. is a pharmaceutical company that provides Contra Costa Regional Medical Center and Martinez Detention Center with hormone implant Nexplanon to be used in the Obstetrics/Gynecology Unit.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, we will not be able to purchase Nexplanon for our patient population at Contra Costa Regional Medical Center and Health Clinics.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

cc: Irene Segovia, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Purchase Order with Matheson Tri-Gas, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, an amendment to Purchase Order #F02579 with Matheson Tri-Gas, Inc., to increase the payment limit by \$50,000 to a new payment limit of \$200,000 for the purchase of liquid medical oxygen at the Contra Costa Regional Medical Center (CCRMC) and extend the termination date to December 31, 2019.

FISCAL IMPACT:

100% Hospital Enterprise Fund I.

BACKGROUND:

Matheson Tri-Gas, Inc. provides liquid oxygen at the CCRMC. CCRMC has utilized this vendor since 2012, is satisfied with their products, and do not seek to change vendors at this time. Purchase of oxygen is essential to the operations of the hospital when treating patients.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, then CCRMC cannot treat patients that need oxygen.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

cc: Margaret Harris, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Extension #26-306-30 with Per Diem Staffing Systems, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #26-306-30 with Per Diem Staffing Systems, Inc., a corporation, to extend the termination date from December 31, 2018 to June 30, 2019 with no change in the original payment limit of \$800,000, for temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-306-29 with Per Diem Staffing Systems, Inc., to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers for the period of July 1, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #26-306-30 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Extension #26-745-10 with Medical Solutions, Inc. (dba Nebraska Medical Solutions).

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #26-745-10 with Medical Solutions, Inc., (dba Nebraska Medical Solutions) a corporation, to extend the termination date from December 31, 2018 to June 30, 2019 with no change in the original payment limit of \$3,300,000, for temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-745-9 with Medical Solutions, Inc. (dba Nebraska Medical Solutions), to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers for the period of July 1, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #26-745-10 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #76-575-3 with Signature Parking, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-575-3 with Signature Parking, LLC, a limited liability company, in an amount not to exceed \$335,000, to provide parking management services for Contra Costa Regional Medical Center (CCRMC), for the period from January 1, 2019 through December 31, 2019.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

On January 16, 2018, the Board of Supervisors approved Contract #76-575-2 with Signature Parking, LLC, to provide parking management services at CCRMC including stack parking and parking management to ease parking and eliminate patients missing appointments due to the lack of parking, for the period from January 1, 2018 through December 31, 2018.

Approval of Contract #76-575-3 will allow the Contractor to continue to provide parking management services for CCRMC through December 31, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients at Contra Costa Regional Medical Center will continue to miss medical appointments due to lack of parking.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Extension #26-458-25 with Aya Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Extension Agreement #26-458-25 with Aya Healthcare, Inc., a corporation, to extend the termination date from December 31, 2018 to June 30, 2019, with no change in the original payment limit of \$1,000,000, for temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-458-24 with Aya Healthcare, Inc., to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers for the period of July 1, 2018 through December 31, 2018.

Approval of Contract Extension Agreement #26-458-25 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Amendment/Extension #26-391-29 with Maxim Healthcare Services, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension Agreement #26-391-29, with Maxim Healthcare Services, Inc. a corporation, effective November 1, 2018, to amend Contract #26-391-28, to increase the payment limit by \$500,000, from \$500,000, to a new payment limit of \$1,000,000, and to extend the termination date from December 31, 2018 to June 30, 2019, to continue to provide temporary medical staffing services.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 11, 2018, the Board of Supervisors approved Contract #26-391-28, with Maxim Healthcare Services, Inc. to provide temporary medical staff services at Contra Costa Regional Medical Center (CCRMC) and Health Centers during peak loads, temporary absences, vacations or emergency situations, for the period from July 1, 2018 through December 31, 2018.

Approval of Contract Amendment/Extension Agreement #26-391-29 will allow the Contractor to continue providing temporary medical staffing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Amendment/Extension #25-066-13 with Shelter Inc. of Contra Costa County

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension Agreement #25-066-13 with Shelter Inc. of Contra Costa County, a non-profit corporation, effective December 31, 2018, to amend Contract #25-066-12, to increase the payment limit by \$685,219, from \$685,221, to a new payment limit of \$1,370,440, and extend the termination date from December 31, 2018 to June 30, 2019, to provide additional temporary supportive housing services.

FISCAL IMPACT:

This Contract is funded 100% by Employment and Human Services Department CalWORKS. (No rate increase)

BACKGROUND:

On July 10, 2018, the Board of Supervisors approved Contract #25-066-12, with Shelter Inc. of Contra Costa County to provide supportive housing services for homeless families, for the period from July 1, 2018 through December 31, 2018.

Approval of Contract Amendment/Extension Agreement #25-066-13 will allow the Contractor to continue providing services through June 30, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Lavonna Martin,
925-608-6701

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, Contractor will not continue providing supportive housing services for homeless families.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #76-585-2 with MGA Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-585-2 with MGA Healthcare, Inc., a corporation, in an amount not to exceed \$800,000 to provide temporary medical staffing services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period December 1, 2018 through May 31, 2019.

FISCAL IMPACT:

Contract funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On August 7, 2018, the Board of Supervisors approved Contract #76-585-1 with MGA Healthcare, Inc., to provide temporary radiology technicians, pharmacists, laboratory technicians, pharmacy technicians, and permanent placement recruitment services at CCRMC and Contra Costa Health Centers to provide coverage during peak loads, temporary absences and emergencies, for the period May 1, 2018 through November 30, 2018.

Approval of Contract #76-585-2 will allow the Contractor to continue to provide temporary medical staffing services at CCRMC and Contra Costa Health Centers through May 31, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5101

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, patients requiring services during peak loads, temporary absences, vacations or emergency situations will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Amendment #25-042-26 with Greater Richmond Inter-Faith Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-042-26 with Greater Richmond Inter-Faith Program, a non-profit corporation, effective December 1, 2018, to amend Contract #25-042-25, to increase the payment limit by \$140,000, from \$250,000 to a new to a new payment limit of \$390,000, to operate a new Warming Center and to maintain the West County CARE Center for the Homeless Coordinated Entry System of Care.

FISCAL IMPACT:

This Contract is funded by 55% Housing and Urban Development, 19% County General Funds and 26% Mental Health Realignment. (No rate increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing emergency shelter services, twenty-four hours per day, seven days per week, to homeless adults in West County and will operate the West County CARE Center for the Homeless Coordinated Entry System of Care providing support services to Contra Costa County families that are homeless, including case management, day shelter services, transportation needs, mental health assessment and crisis intervention.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
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Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Lavonna Martin,
925-608-6701

BACKGROUND: (CONT'D)

On October 23, 2018, the Board of Supervisors approved Contract #25-042-25 with Greater Richmond Inter-Faith Program to provide emergency shelter services at the Emergency Family Shelter for homeless families and operate the West County CARE Center for the Homeless Coordinated Entry System of Care, for the period from October 1, 2018 through September 30, 2019.

Approval of Amendment Agreement #25-042-26 will allow the Contractor to provide additional services by operating a new Warming Center for individuals not able to access shelter, through September 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's homeless clients will not receive supportive services from the warming care centers.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Contract amendment with ImagingTek, Inc. for "Document Imaging Services"

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development director, or designee, to execute a contract amendment with ImagingTek, Inc., to extend the term from January 31, 2019 through January 31, 2020 with no change to the existing payment limit of \$412,000, to allow the Contractor to continue to provide document imaging services.

FISCAL IMPACT:

No impact to the County General Fund. The contract is funded by 100% land development fees.

BACKGROUND:

In January of 2014, the Department of Conservation and Development (DCD) entered into a contract with ImagingTek, Inc., to provide technical assistance and services to DCD related to the conversion of DCD documents and files into the Laserfiche electronic format. The conversion will help DCD access all permits/plans via electronic format, thereby reducing DCD storage needs as well as costs associated with it. DCD has ongoing plans/documents that require scanning/conversion. DCD has large documents that need to be scanned and it is more cost effective to continue to have ImagingTek provide the service than adding new equipment. Per the attached State of California Health and Safety Code, DCD is required to maintain an official copy of plans of every building during the life of the building, for which DCD issued a building permit. This amendment will allow the Contractor to continue to provide the document imaging services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Kelli Zenn -
925-674-7726

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the proposed contract amendment is not approved, ImagingTek, Inc., would not be able to continue to provide the services, which may result in DCD staff not having the ability to access permits/plans via electronic format. This would result in the necessity of DCD having to store data at storage facilities and pay for renting the facilities.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #74-174-30 with Bi-Bett

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-174-30 with Bi-Bett, a non-profit corporation, in an amount not to exceed \$6,223,130, to provide substance use disorder prevention, treatment, and detoxification services, for the period from July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This Contract is funded by 47% Substance Abuse Treatment and Prevention Block Grant; 47% Federal Medi-Cal; 6% Assembly Bill 109. (Rate Increase)

BACKGROUND:

This Contract meets the social needs of County's population by providing specialized substance use disorder treatment services so that men and women, including women with children, are provided an opportunity to achieve and maintain sobriety and to experience the associated benefits of self-sufficiency, family reunification, cessation of criminal activity and productive engagement in the community.

On July 18, 2017, the Board of Supervisors approved Contract #74-174-26 (as amended by subsequent Amendment Agreements #74-174-28 and #74-174-29) with Bi-Bett, to provide substance use

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

disorder treatment services for County residents referred through the Behavioral Health Access Line, for the period from July 1, 2017 through June 30, 2018.

Approval of Contract #74-174-30 will allow the Contractor to continue providing substance use disorder treatment services through June 30, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, persons referred through the Drug Court, pregnant women, and other County clients will not receive drug abuse prevention, treatment, and testing services from this contractor.

CHILDREN'S IMPACT STATEMENT:

This Alcohol and Drug Abuse prevention program supports the Board of Supervisors' "Families that are Safe, Stable, and Nurturing" and "Communities that are Safe and Provide a High Quality of Life for Children and Families" community outcomes by providing individual, group, and family counseling; substance abuse education; rehabilitation support services; and substance abuse prevention services. Expected outcomes include increased knowledge about the impact of addiction; decreased use of alcohol, tobacco and other drugs; increased use of community-based resources; and increased school and community support for youth and parents in recovery.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #74-277-21 with Jackson & Coker Locumtenens, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-277-21 with Jackson & Coker Locumtenens, LLC, a limited liability company, in an amount not to exceed \$1,218,336, to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics, for the period from January 1, 2019 through December 31, 2019.

FISCAL IMPACT:

This Contract is funded 100% by Mental Health Realignment. (Rate increase)

BACKGROUND:

On October 17, 2017, the Board of Supervisors approved Contract #74-277-20, with Jackson & Coker Locumtenens, LLC to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics, to cover vacations, sick and extended leaves and emergency situations, for the period from January 1, 2018 through December 31, 2018.

Approval of Contract #74-277-21 will allow the Contractor to continue to provide services, through December 31, 2019. The Contract contains modifications to Paragraph 18. (Indemnification) of the General Conditions.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
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David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Matthew White,
925-957-5201

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County's Mental Health Outpatient Clinics would not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Payments for Services Provided by Bay Area Community Resources, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$13,666 to Bay Area Community Resources, Inc., for substance abuse treatment services provided to adults in West County during the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

100% funding is included in the Federal Drug Medi-Cal budget.

BACKGROUND:

Bay Area Community Resources, Inc. provides specialized substance abuse treatment services so that adults with co-occurring mental disorders are provided an opportunity to achieve sobriety and recover from the effects of alcohol and other drug use, become self-sufficient, and return to their families as productive individuals. In August 2017, the County Administrator approved and the Purchasing Services Manager executed Contract #74-439-9, (as amended by Contract Amendment Agreement #74-439-10), for Substance Abuse Prevention and Treatment (SAPT) services including, but not limited to, individual and group counseling services for offenders referred through the AB 109 criminal justice realignment program in West Contra Costa County for the period from July 1, 2017

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Matthew White, M.D.,
925-957-5201

BACKGROUND: (CONT'D)

through June 30, 2018. Due to the late submission of the 2017-18 cost report caused by the implementation of the Drug Medi-Cal Waiver, the request for an amendment to increase the payment limit by \$13,666 was delayed and the contract expired before the amendment was processed.

Bay Area Community Resources, Inc. continued to provide substance abuse prevention and treatment services to adults in West Contra Costa County. Behavioral Health Services Division Administration has therefore determined that Bay Area Community Resources is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services.

CONSEQUENCE OF NEGATIVE ACTION:

Bay Area Community Resources, Inc. will not be paid for substance abuse prevention and treatment services rendered in good faith to adults in West County.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Urban Tilth Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Urban Tilth, to extend the termination date from December 31, 2018 to December 31, 2021 and to update the contractor's address to 323 Brookside Drive in North Richmond, with no change to the payment limit of \$105,000, for ongoing operation of the Urban Farm in the North Richmond Area.

FISCAL IMPACT:

No new funds will be allocated to the project as a result of the recommended action. Funds are from the Park Dedication/Park Impact Trust Fund.

BACKGROUND:

The County owns the property at 323 Brookside Drive, Richmond, California, which is the location of the North Richmond Urban Farm. The County has a lease with Urban Tilth for the development and ongoing operation of the North Richmond Urban Farm.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Kristine Solseng
925-674-7809

BACKGROUND: (CONT'D)

Supervisor Gioia has championed the creation and development of the North Richmond Urban Farm and the County has supported the farm's development through Park Dedication, Park Impact, North Richmond Mitigation Fund, and Measure WW Grant totaling around \$1.4 million.

The Park Dedication/Park Impact fees are being used for Environmental and Site Analysis/Studies, Architech and Engineering Design, Project Management/Coordination, Soil Management Plan and Implementation, and Installation of Electrical and Security Features.

The Department of Conservation and Development is the lead agency for the California Environmental Quality Act (CEQA) and posted a Notice of Determination for a Mitigated Negative Declaration on November 19, 2018.

The proposed Amendment to the contract is to extend the deadline to December 31, 2021, consistent with the Measure WW funding for the project. The anticipated project completion has been delayed due to additional entitlement requirements. The contract amendment also documents the recent move of the Urban Tilth offices to the North Richmond Urban Farm location.

CONSEQUENCE OF NEGATIVE ACTION:

Not providing Park Dedication Funds will negatively impact the ability of Urban Tilth to proceed with the proposed Roots and Restoration Farm project.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 18, 2018

Subject: 2018 Head Start Delegate Agency Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with First Baptist Church of Pittsburg, California, to increase the payment limit by \$54,651 to a new limit not to exceed \$2,164,616 for Head Start Delegate Agency childcare services, with no change to term January 1, 2018 through December 31, 2018.

FISCAL IMPACT:

This contract amendment will be fully funded with the cost of living increase in Federal funds from the U.S. Department of Health and Human Services, Administration for Children and Families.

BACKGROUND:

On September 12, 2017 (C. 65), the Board of Supervisors (Board) approved and authorized the submission of the 2018 Head Start grant application to the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), to continue the provision

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: CSB (925) 681-6334

cc: Nelly Ige, Haydee Ilan, Ressie Dayco

BACKGROUND: (CONT'D)

of Head Start services in Contra Costa County. The grant application included the plan and budget submitted by the County's Head Start Delegate Agency, First Baptist Church of Pittsburg, California. The Board approved the Delegate Agency contract on October 24, 2017 (C.60). The Board also approved receipt of the cost of living adjustment from ACF at its June 26, 2018 meeting (C.67). This board order approves the disbursement of the cost of living adjustment grant to First Baptist Church of Pittsburg, California.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the First Baptist Church of Pittsburg, California will not receive the cost of living increase awarded by the Federal government for Head Start programs.

CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Allocation of Funds from the Livable Communities Trust to Choice in Aging

RECOMMENDATION(S):

ALLOCATE \$40,000 from the Livable Communities Trust (District IV portion) to Choice in Aging to provide the Choice in Aging Infrastructure Workforce Development Project for the period January 1, 2019 through December 31, 2019, as recommended by Supervisor Mitchoff.

FISCAL IMPACT:

No General Fund impact. This action allocates \$40,000 from the District IV portion of the Livable Communities Trust Fund (Fund). The current balance in the District IV portion of the Fund is \$1,471,265.28.

BACKGROUND:

The Livable Communities Trust Fund (Fund) is a Special Revenue Mitigation Fund that was established by the Board of Supervisors on November 15, 2005, following the approval of the Camino Tassajara Combined General Plan Amendment Project, also known as the Alamo Creek and Intervening Property residential projects, and was required as a condition of approval. The Fund was established to implement the County's Smart Growth Action Plan. The residential developers pay an \$8,000 per unit fee (excluding affordable housing portions of the projects) into the Fund. The Department of Conservation and Development administers the Fund. On December 3, 2013, the Board of Supervisors determined that revenue from the Fund should be spent equally among supervisorial districts.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Kristin Sherk, (925)
674-7887

cc:

BACKGROUND: (CONT'D)

At complete build-out, deposits to the Fund will total \$8,448,000. As of November 13, 2018, the account has collected \$8,040,000 in fees and \$567,261 in accrued interest with \$6,105,786 remaining in uncommitted funds. The approved expenditures to date are shown in Attachment A.

Choice in Aging is a local nonprofit that has served Contra Costa County's seniors and individuals with disabilities since 1949. Through various programs, Choice in Aging provides services that enable individuals to avoid unnecessary institutionalization and inpatient hospitalization. The Livable Communities Trust funds will be used for a consultant, staff time, and materials to streamline program delivery and training that will result in the creation of up to 30 new jobs and service provision for up to 150 new clients. Choice in Aging is in the pre-development stage of building 82 units of housing on its Pleasant Hill campus. This objective meets goal 1 of the Smart Growth Action Plan to "Clean up land for redevelopment or enhance the tax base and create jobs near existing housing".

The next step will be for the Department of Conservation and development to work with Choice in Aging to draft a professional services contract for execution by Choice in Aging and the County Purchasing Agent.

CONSEQUENCE OF NEGATIVE ACTION:

Choice in Aging will not be able to streamline processes that result in hiring new employees and serving more clients.

ATTACHMENTS

Attachment A LCT Project List December 2018

Liveable Communities Trust Fund

List of Projects

Number	Board Date	Project	Amount	Sup District		Expenditures	Remaining Balance
2013-01	10/22/2013	Northern Waterfront	\$ 250,000	All		\$ 250,000.00	\$ -
2016-01	6/14/2016	Heritage Point	\$ 1,432,830	I		\$ 57,599.72	\$ 1,375,230.28
2016-02	12/20/2016	Marsh Creek Trail	\$ 250,000	III		\$ -	\$ 250,000.00
2016-03	12/20/2016	Agriculture Policy Study	\$ 150,000	III		\$ 150,000.00	\$ -
2017-01	3/7/2017	Agra Tech Solar Light Greenhouse	\$ 50,000	IV and V	50% each	\$ 10,132.81	\$ 39,867.19
2017-02	3/14/2017	Rides for Veterans (Mobility Matters)	\$ 33,458	II		\$ 33,458.00	\$ -
2017-02	3/14/2017	Rides for Veterans (Mobility Matters)	\$ 50,187	IV		\$ 50,187.00	\$ -
2017-03	9/19/2017	Garden Park Apartments	\$ 125,000	IV		\$ 125,000.00	\$ -
2018-01	1/16/2018	SRV Street Smarts - 2018	\$ 20,000	II		\$ 20,000.00	\$ -
2018-02	2/27/2018	Contra Costa Housing Security Fund	\$ 10,000	II		\$ 10,000.00	\$ -
2018-03	3/27/2018	Newell Avenue Pathway	\$ 75,000	II		\$ 75,000.00	\$ -
2018-04	3/27/2018	Tri Valley Rising Report	\$ 10,000	II		\$ 10,000.00	\$ -
2018-05	6/12/2018	RYSE Acquisition	\$ 25,000	I		\$ 25,000.00	\$ -
2018-06	12/4/2018	SRV Street Smarts - 2019	\$ 20,000	II		\$ -	\$ 20,000.00
2018-07	12/18/2018	Choice in Aging	\$ 40,000	IV		\$ -	\$ 40,000.00
Total Allocated			\$ 2,701,475	Total Expenditures		\$ 816,377.53	



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Contract #26-718-4 with the Wright Institute

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-718-4 with the Wright Institute, a corporation, in an amount not to exceed \$1,545,000 to provide behavioral health services to Contra Costa Regional Medical Center and Health Centers (CCRMC), for the period January 1, 2019 through December 31, 2019.

FISCAL IMPACT:

This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On June 26, 2018, the Board of Supervisors approved Contract #26-718-3 with the Wright Institute for the provision of behavioral health services to patients at CCRMC, including consultation to primary care providers, short term interventions, individual and group therapy sessions, and psychopharmacologic consultations, for the period from July 1, 2018 through December 31, 2018.

Approval of Contract #26-718-4 will allow the Contractor to continue providing behavioral health services, through December 31, 2019.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Laura Cassell, Deputy

Contact: Samir Shah, MD
925-370-5525

cc: Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not have access to Contractor's behavioral health services at the Contra Costa Regional Medical Center.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: CONTINUE EXTENSION OF EMERGENCY DECLARATION REGARDING HOMELESSNESS

RECOMMENDATION(S):

CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999 regarding the issue of homelessness in Contra Costa County.

FISCAL IMPACT:

None.

BACKGROUND:

On November 16, 1999, the Board of Supervisors declared a local emergency, pursuant to the provisions of Government Code Section 8630 on homelessness in Contra Costa County.

Government Code Section 8630 requires that, for a body that meets weekly, the need to continue the emergency declaration be reviewed at least every 14 days until the local emergency is terminated. In no event is the review to take place more than 21 days after the previous review. On December 4, 2018, the Board of Supervisors reviewed and approved the emergency declaration.

With the continuing high number of homeless individuals and insufficient funding available to assist in sheltering all homeless individuals and families, it is appropriate for the Board to continue the declaration of a local emergency regarding homelessness.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Julie Enea, (925)
335-1077

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: 2018 Advisory Body Annual Report for the Affordable Housing Finance Committee (AHFC)

RECOMMENDATION(S):

ACCEPT the 2018 Advisory Body Annual Report for the Affordable Housing Finance Committee (AHFC).

FISCAL IMPACT:

The action is accepting a report. There is no fiscal impact.

BACKGROUND:

Board policy requires that regular and ongoing boards, commissions, or committees shall annually report on activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year.

ANNUAL REPORT

1. Activities: The committee met on January 29, April 5 and October 22, 2018, to consider applications for Community Development Block Grant (CDBG), and HOME Investment Partnerships Act (HOME) funds. Final funding recommendations included \$2,795,000 for new construction of 75 affordable apartments in two multifamily apartment projects located in Walnut Creek and Pittsburg. The committee also recommended funds for three proposals to rehabilitate 209 existing affordable

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Kristen Lackey
925-674-7793

cc:

BACKGROUND: (CONT'D)

housing units in Antioch and Richmond. Additional recommendations were to fund the Neighborhood Preservation Program, which provides rehabilitation loans and grants to low income homeowners.

2. Accomplishments: The AHFC reviewed applications as described above and provided funding recommendations to the Board of Supervisors through the Department of Conservation and Development. Committee members provide a critical review of the projects which ensures substantial leverage of CDBG and HOME funds.

3. Attendance/Representation: The AHFC committee achieved a quorum at all three meetings. There are two current vacancies in the City Representative/West seat and the Community Representative seat. Staff has reviewed applications and is coordinating interviews with the applicants. There are residents from each regional area of the County represented on the committee. The AHFC strives to have a diverse committee. Kara Douglas staffed the committee.

4. Training/Certification: There has not been any special training in the past year. Staff provides information to committee members on webinars that provide information on related topics.

5. Proposed Work Plan/Objectives for Next Year: In 2019, the AHFC may meet twice. One meeting will be in the spring and additional meetings will be held if applications are received during the year.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not have a 2018 report on the Affordable Housing Finance Committee.

CHILDREN'S IMPACT STATEMENT:

The AHFC reviews and makes recommendations on many types of affordable housing projects. Some of these meet Goal 3 on the Children's Report Card: Families are Economically Self Sufficient.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: December 18, 2018

Subject: Years of Service Awards Policy

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director to amend the Department's Years of Services Awards Policy, effective January 1, 2019, and AUTHORIZE expenditures not to exceed \$2,400 for the annual event awards, venue, light refreshments, and decorations.

FISCAL IMPACT:

Total annual expenditures not to exceed \$2,400 in costs from 45% Federal, 45% State and 10% County funds.

BACKGROUND:

The Employment and Human Services Department (EHSD) has implemented a Years of Service Awards Policy to recognize employees who have achieved 10, 15, 20, 25, 30, and 35 years of service. Awards ceremonies are held on an annual basis, or more frequently at the discretion of the Department Director, and will follow the department policy.

The current annual budget of \$1,400 does not fully cover the costs for honoring approximately 150-1175 employees at the Years of Service event. The total annual event cost varies depending in the number of staff to be honored and the award types based on the number

☒ APPROVE
 ☐ OTHER
☒ RECOMMENDATION OF CNTY ADMINISTRATOR
 ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
 Candace Andersen, District II Supervisor
 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Tish Gallegos
608-4608

cc:

BACKGROUND: (CONT'D)

of years of service. The expended budget to be effective in January 2019, would cover the estimated expenses for venue rental (historically held at Pleasant Hill Community Center) awards, decorations, and light refreshments (i.e., cookies, fruit and water).

These are minimal costs which are offset by the benefits of boosting morale and department loyalty. EHSD staff members look forward each year to celebrating their service to the County with their colleagues. The Department is requesting the authority to spend up to \$2,400 per year to cover costs for its Years of Service event.

CONSEQUENCE OF NEGATIVE ACTION:

The Department will not be able to adequately recognize and celebrate staff for their years of dedicated service.

ATTACHMENTS

Years of Service Awards Policy

REPLACES:

SECTION:

PAGE NO.: 1

ISSUED/REVISED:

YEARS OF SERVICE AWARDS
POLICY

SECTION: 23-903

PAGE NO.: 1

EFFECTIVE: 01-01-19

I. GENERAL

The purpose of this section is to establish policy and procedures to recognize and celebrate Employment and Human Services (EHSD) staff for their years of dedicated service and bestow Years of Service awards.

II. POLICY

This Years of Service awards policy will become effective January 2019 and consist of one annual recognition event in January. Each annual recognition event will celebrate employee longevity for those who reach a years of service milestone during the previous year. The location of events may vary, with every attempt being made to choose a location convenient to a majority of attendees.

Invitations to the event will include:

- A. Staff celebrating years of service
- B. Their immediate supervisors
- C. Their Division Managers
- D. All Bureau Directors
- E. Department Director
- F. Other staff, friends, and family are also welcome to attend but will need to RSVP by a designated date in advance of the event

The Office of Community Relations will coordinate the Years of Service recognition events.

During the recognition event, celebrated staff will be presented with a Years of Service award. Attendance is not mandatory; the Office of Community Relations will ensure non-attendees receive their Years of Service award and a copy of the recognition event program.

As part of this policy, there will be a proclamation at the Board of Supervisors (BOS) meeting for staff celebrating 20 years or more of service, at the discretion of the Bureau Directors and the employee.

III. TYPES OF AWARDS

During the departmental recognition event, awards will be presented as follows:

- A. 10 years of service: County pin with ruby chip
- B. 15 years of service: County pin with emerald chip
- C. 20 years of service: County pin with diamond chip
- D. 25 years of service: Engraved pen
- E. 30 years of service: Engraved paperweight
- F. 35 years of service and above: Individual award

DMCL # 15-34

REPLACES:

SECTION:

PAGE NO.: 1

ISSUED/REVISED:

YEARS OF SERVICE AWARDS
POLICY

SECTION: 23-903

PAGE NO.: 2

EFFECTIVE: 01-01-19

IV. PROCEDURES

- A. The Contra Costa County Human Resources (HR) Department sends years of service lists twice a year for the Department. The list received in December covers years of service anniversary dates from January through June of the upcoming year. The list received in May covers years of service anniversary dates for July through December of the current year.
- B. A designee will prepare an annual list of recipients sorted by years of service, by month, and by Bureau using the lists provided by HR. The designee will review each list for accuracy and the current assignment of each honoree before sending to the Bureau Directors.
- C. Bureau Directors will receive annual lists as follows:

Month List Received	Month of Event	Years of Service Anniversary Date
December	January (following year)	January - December (previous year)

- D. The Office of Community Relations will coordinate the employee recognition proclamation process for all employees celebrating 20 or more years of service; including, preparing the proclamation for signing by the BOS and prepping the honorees for attendance at the BOS meeting.
- E. By September during the year before the January event, the Office of Community Relations will determine the event date and location and provide to the Bureau Directors when confirmed. Event dates and locations will also be posted to EHSD's intranet site.
- F. Bureau Directors will encourage staff to attend and provide names of attendees to designated Administration support staff.
- G. The Office of Community Relations will coordinate refreshments and decorations, including an event program listing the honorees. The cost of each event shall not exceed \$2,400 with an annual maximum of \$2,400.
- H. During the recognition event, staff will be celebrated in the following manner:
 1. The Department Director will read the names of the honored staff and each Bureau Director will present the awards to their staff.
 2. For staff celebrating 20 years or more of service, the Department Director and the Bureau Director will present them with their awards.
- I. Pictures will be taken at each event and copies will be provided to the honorees.

CONTACT PERSON: First-Line Supervisors and above may contact the Director of Community Relations or his/her designee.

DMCL # 15-34



**Contra
Costa
County**

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: December 18, 2018

Subject: ADOPTION OF THE QUARTERLY INVESTMENT REPORT AS OF 9/30/2018

RECOMMENDATION(S):

ACCEPT the Treasurer's Quarterly Investment Report (the "Report") as of September 30, 2018, as recommended by the County Treasurer-Tax Collector.

FISCAL IMPACT:

None.

BACKGROUND:

Government Code Section 53646 requires the County Treasurer to prepare quarterly reports to the Board of Supervisors describing County investments including type, par value, cost, and market value. Attached please find the report covering the period July 1, 2018 through September 30, 2018.

As of September 30, 2018, the par value, cost, and market value of Contra Costa County Investment Pool were \$2,908,846,225.41, \$2,899,208,814.56, and \$2,893,479,631.04, respectively. The weighted yield to maturity was 2.07% and the weighted average days to maturity were 212 days.

As of September 30, 2018, The Treasurer's investment portfolio was in compliance with Government Code 53600 et. seq. and with the Treasurer's current investment

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Ronda Boler, (925)
957-2806

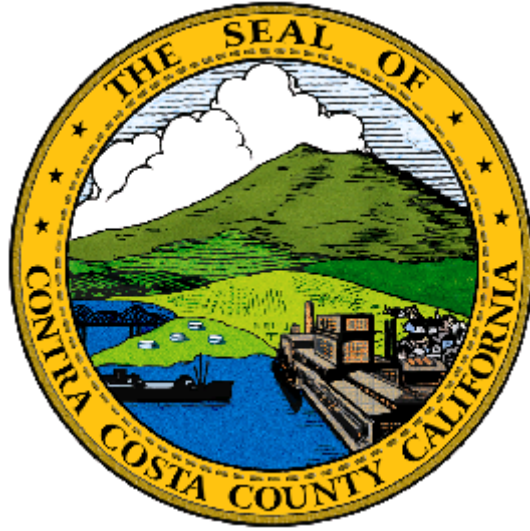
cc:

BACKGROUND: (CONT'D)

policy. Historical activities combined with future cash flow projections indicate that the County has sufficient liquidity to meet its obligations for the next six months.

ATTACHMENTS

Treasurer's Quarterly Investment Report 9.30.18



CONTRA COSTA COUNTY
TREASURER'S QUARTERLY INVESTMENT REPORT
AS OF SEPTEMBER 30, 2018

TABLE OF CONTENTS

	<u>Page</u>
I. Executive Summary	1
II. Contra Costa County Investment Pool Summary	2
III. Appendix	
A. Investment Portfolio Detail—Managed by Treasurer’s Office	
1. Portfolio Statement	6
2. Market Valuation Sources	24
B. Investment Portfolio Detail – Managed by Outside Contracted Parties	
1. PFM	25
2. State of California Local Agency Investment Fund	40
3. Wells Capital Management	41
4. CalTRUST Short Term	99
5. CalTRUST Liquidity	99
6. Other	
a. East Bay Regional Communications System Authority (EBRCS)	109

EXECUTIVE SUMMARY

- The Treasurer's investment portfolio is in compliance with Government Code 53600 et. seq..
- The Treasurer's investment portfolio is in compliance with the Treasurer's current investment policy.
- The Treasurer's investment portfolio has no securities lending, reverse repurchase agreements or derivatives.
- As of 9/30/18, the fair value of the Treasurer's investment portfolio was 99.80% of the cost. More than 78 percent of the portfolio or over \$2.29 billion will mature in less than a year. Historical activities combined with future cash flow projections indicate that the County is able to meet its cash flow needs for the next six months.
- Treasurer's Investment Portfolio Characteristics

Par	\$2,908,846,225.41
Cost	\$2,899,208,814.56
Market Value	\$2,893,479,631.04
Weighted Yield to Maturity	2.07%
Weighted Average Days to Maturity	212 days
Weighted Duration	0.57 year

CONTRA COSTA COUNTY INVESTMENT POOL
As of September 30, 2018

<u>TYPE</u>	<u>PAR VALUE</u>	<u>COST</u>	<u>FAIR VALUE</u>	<u>PERCENT OF TOTAL COST</u>
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	\$48,130,000.00	\$47,792,292.07	\$47,838,215.21	1.65%
2. U.S. Agencies				
Federal Home Loan Banks	257,215,000.00	256,259,821.28	255,594,561.07	8.84%
Federal National Mortgage Association	65,145,000.00	65,070,219.76	64,320,555.64	2.24%
Federal Farm Credit Banks	195,622,000.00	195,315,926.27	193,945,170.70	6.74%
Federal Home Loan Mortgage Corporation	139,206,000.00	138,701,103.45	138,145,771.70	4.78%
Municipal Bonds	390,000.00	427,550.12 ¹	427,550.12 ¹	0.01%
Subtotal	657,578,000.00	655,774,620.88	652,433,609.23	22.62%
3. Supranationals - International Government	221,323,000.00	220,215,623.19	219,115,332.98	7.60%
4. Money Market Instruments				
Commercial Paper	652,267,000.00	647,827,991.47	649,909,306.20	22.34%
Negotiable Certificates of Deposit	491,640,000.00	491,640,000.00	491,739,119.30	16.96%
Medium Term Certificates of Deposit	0.00	0.00	0.00	0.00%
Money Market Accounts	565,318.32	565,318.32	565,318.32	0.02%
Time Deposit	3,397.22	3,397.22	3,397.22	0.00%
Subtotal	1,144,475,715.54	1,140,036,707.01	1,142,217,141.04	39.32%
5. Corporate Notes	194,789,000.00	192,696,472.54	191,506,472.43	6.65%
TOTAL (Section A.)²	2,266,295,715.54	2,256,515,715.69	2,253,110,770.89	77.83%
B. Investments Managed by Outside Contractors				
1. PFM	158,404,456.78	158,743,186.87	156,694,694.83	5.48%
2. Local Agency Investment Fund (LAIF)	203,613,002.79	203,613,002.79	203,171,652.06 ³	7.02%
3. Wells Capital Management	44,493,747.50	44,297,606.41	44,463,210.46 ⁴	1.53%
4. CalTRUST (Short-Term Fund)	55,550,195.40	55,550,195.40	55,550,195.40	1.92%
5. CalTRUST (Liquidity Fund)	55,007,249.29	55,007,249.29	55,007,249.29	1.90%
6. Other				
a. EBRCS Bond	1,769,666.58	1,769,666.58	1,769,666.58	0.06%
TOTAL (Section B.)	518,838,318.34	518,980,907.34	516,656,668.62	17.90%
C. Cash	123,712,191.53	123,712,191.53	123,712,191.53	4.27%
⁵GRAND TOTAL (FOR A , B, & C)	\$2,908,846,225.41	\$2,899,208,814.56	\$2,893,479,631.04	100.00%

Notes:

1. Fair Value equals Cost less purchase interest

2. Excludes funds managed by PFM retained by Contra Costa School Insurance Group and Community College District

3. Estimated Fair Value

4. Base Market Value plus Accrued Interest

5. Does not include the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

CONTRA COSTA COUNTY INVESTMENT POOL
As of September 30, 2018

CONTRA COSTA COUNTY INVESTMENT POOL - EARNING STATISTICS

	Fiscal Year To Date	Quarter ending 9/30/2018
Average Daily Balance (\$)	3,003,284,356.90	3,003,284,356.90
Net Earnings (\$)	15,187,405.26	15,187,405.26
Earned Income Yield	1.98%	1.98%

CONTRA COSTA COUNTY INVESTMENT POOL - PORTFOLIO STATISTICS

Investment Type	Par Value (\$)	Fair Value (\$)	YTM (%)	WAM (days)	Percentage of Portfolio
U.S. Treasury	48,130,000.00	47,838,215.21	2.01	113	1.65%
Agencies	657,188,000.00	652,006,059.11	1.74	317	22.53%
Municipals	390,000.00	427,550.12	1.64	62	0.01%
Commercial Paper	652,267,000.00	649,909,306.20	2.29	56	22.46%
NCD/YCD	491,640,000.00	491,739,119.30	2.23	59	16.99%
Corporate Notes	194,789,000.00	191,506,472.43	2.47	680	6.62%
Time Deposit	3,397.22	3,397.22	0.40	602	0.00%
Money Market Fund	565,318.32	565,318.32	0.00	1	0.02%
Supranationals	221,323,000.00	219,115,332.98	2.02	502	7.57%
PFM	158,404,456.78	156,694,694.83	1.79	530	5.42%
LAIF	203,613,002.79	203,171,652.06	2.00	1	7.02%
CalTRUST (Short Term)	55,550,195.40	55,550,195.40	2.27	1	1.92%
CalTRUST (Liquidity)	55,007,249.29	55,007,249.29	1.96	0	1.90%
Wells Cap	44,493,747.50	44,463,210.46	2.39	234	1.54%
Misc. ¹	1,769,666.58	1,769,666.58	0.00	N/A	0.06%
Cash	123,712,191.53	123,712,191.53	1.96 ²	0	4.28%
Total Fund³	<u>2,908,846,225.41</u>	<u>2,893,479,631.04</u>	<u>2.07</u>	<u>212</u>	<u>100.00%</u>

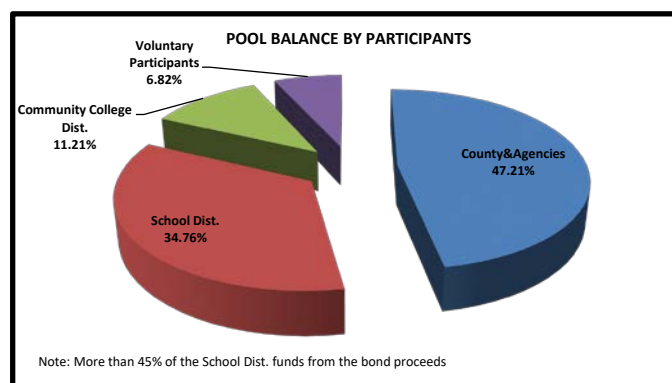
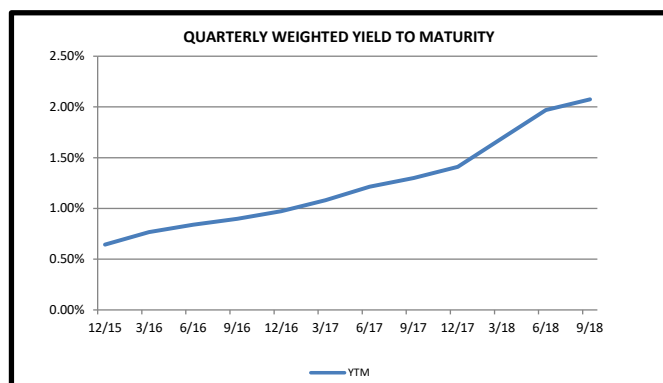
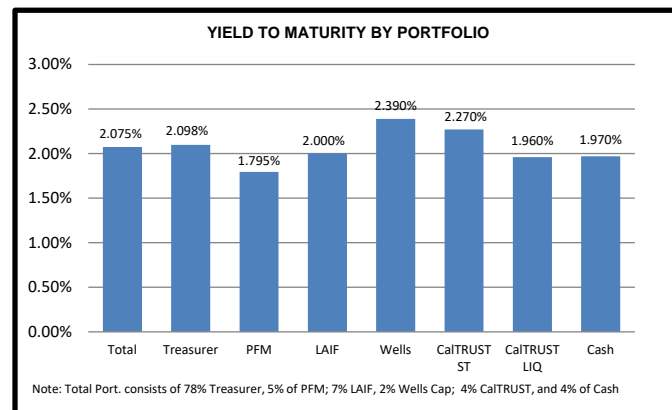
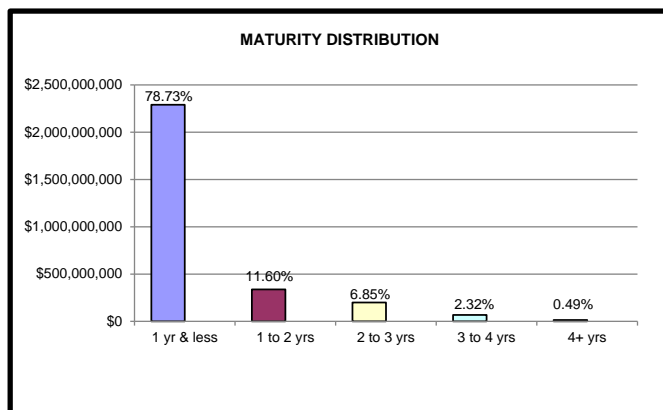
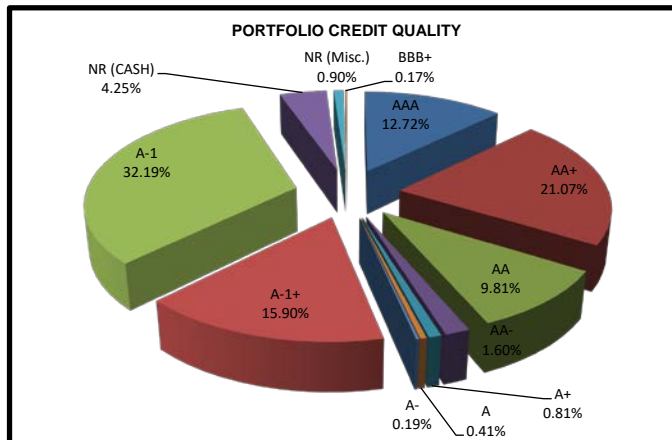
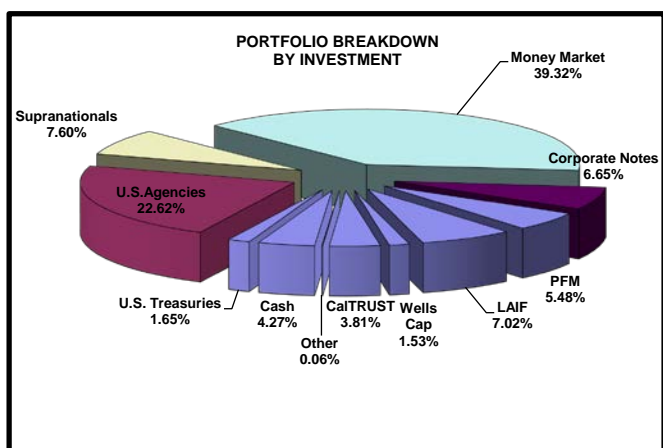
1. East Bay Regional Communications System Authority.

2. Average Earning Allowance for this quarter.

3. Excludes the Futuris Public Entity Trust of the CCCCD Retirement Board of Authority.

CONTRA COSTA COUNTY INVESTMENT POOL AT A GLANCE

As of September 30, 2018

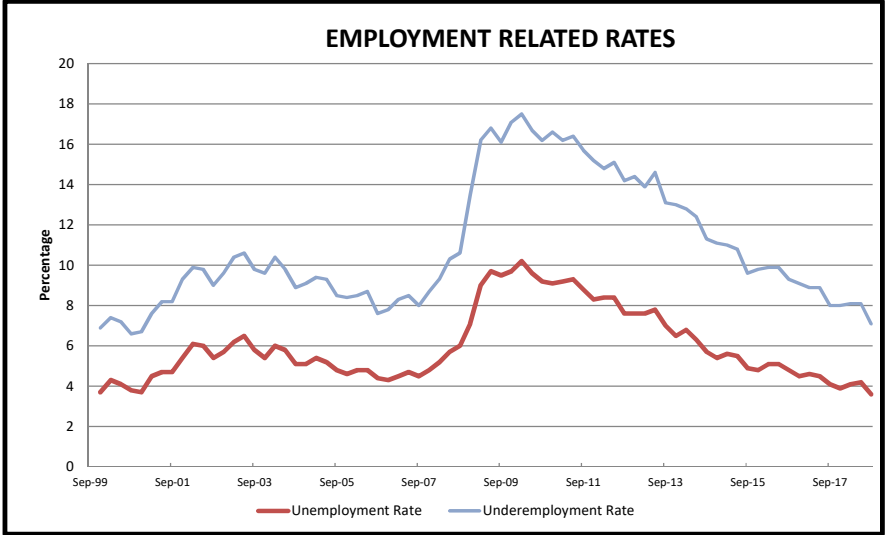
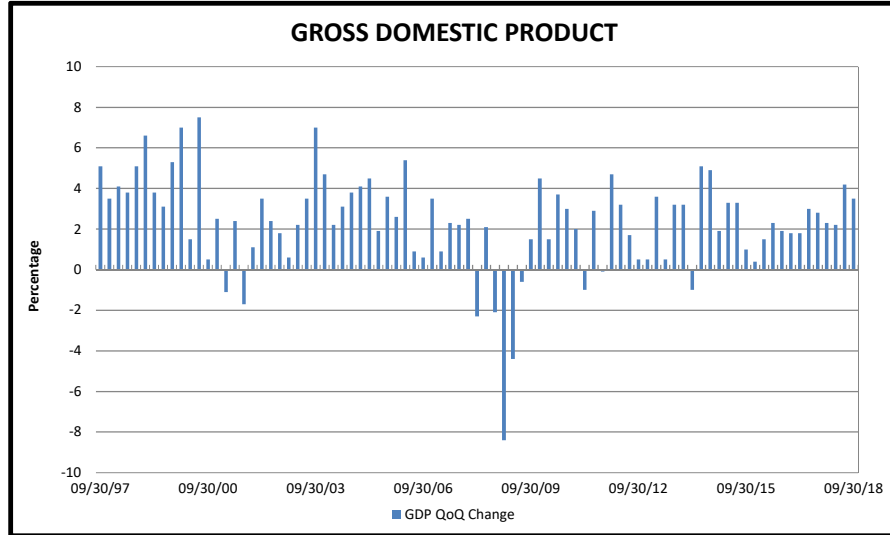
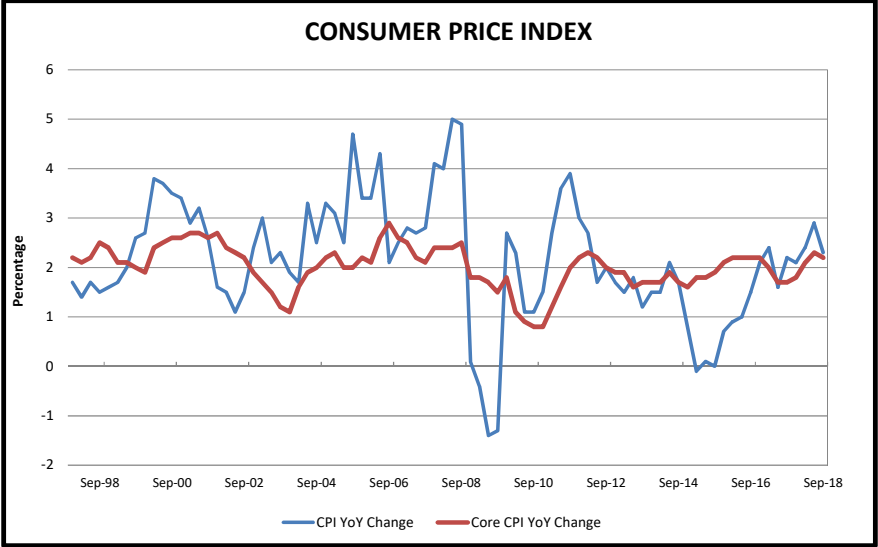
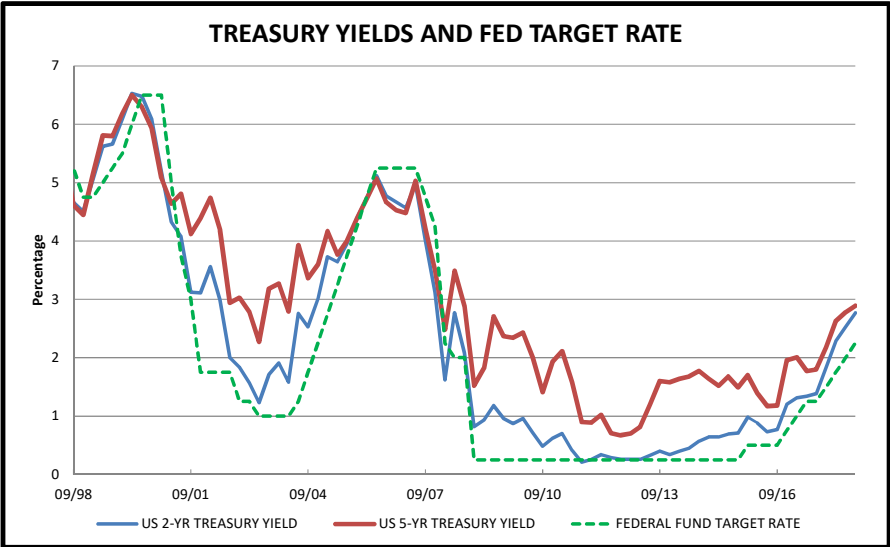


NOTES TO INVESTMENT PORTFOLIO SUMMARY AND AT A GLANCE AS OF SEPTEMBER 30, 2018

1. All report information is unaudited but due diligence was utilized in its preparation.
2. There may be slight differences between the portfolio summary page and the attached exhibits and statements for investments managed by outside contractors or trustees. The variance is due to the timing difference in recording transactions associated with outside contracted parties during interim periods and later transmitted to the appropriate county agency and/or the Treasurer's Office. In general, the Treasurer's records reflect booked costs at the beginning of a period.
3. All securities and amounts included in the portfolio are denominated in United States Dollars.
4. The Contra Costa County investment portfolio maintains Standard & Poor's highest credit quality rating of AAAf and lowest volatility of S1+. The portfolio consists of a large portion of short-term investments with credit rating of A-1/P-1 or better. The majority of the long-term investments in the portfolio are rated AA or better.
5. In accordance with Contra Costa County's Investment Policy, the Treasurer's Office has constructed a portfolio that safeguards the principal, meets the liquidity needs and achieves a return. As a result, more than 78% of the portfolio will mature in less than a year with a weighted average maturity of 212 days.

MAJOR MARKET AND ECONOMIC DATA

AS OF SEPTEMBER 30, 2018



Note:
All data provided by Bloomberg

SECTION III

APPENDIX

A. INVESTMENT PORTFOLIO DETAIL - MANAGED BY TREASURER'S OFFICE



Inventory by Market Value

Page 6

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 1 SUPRANATIONALS								
82978	SUP INTL BK RECON &	459058EV1	03/10/2016	1.250000	5,000,000.00	4,944,850.00	11,287.50	0.00
			07/26/2019	1.345903	4,984,200.00	98.897000	IDC-FIS	-39,350.00
83184	SUP INTER-AMERICAN	458182DX7	06/28/2016	1.000000	10,000,000.00	9,901,200.00	38,333.33	0.00
			05/13/2019	1.040147	9,988,600.00	99.012000	IDC-FIS	-87,400.00
83421	SUP INTL BK RECON &	459058ER0	11/21/2016	1.000000	10,000,000.00	9,998,900.00	48,888.89	27,600.00
			10/05/2018	1.155252	9,971,300.00	99.989000	IDC-FIS	0.00
83435	SUPRA INTL BK RECON	459058FS7	11/29/2016	1.126000	10,000,000.00	9,809,200.00	38,784.98	0.00
			11/27/2019	1.832388	9,861,900.00	98.092000	IDC-FIS	-52,700.00
83473	GOV SUPRA INTER-AME	4581X0BY3	12/07/2016	1.125000	10,000,000.00	9,854,100.00	5,937.50	0.00
			09/12/2019	1.530191	9,890,700.00	98.541000	IDC-FIS	-36,600.00
83504	GOV SUPRA INTL BK R	45905UVL5	12/16/2016	1.260000	6,500,000.00	6,467,175.00	15,697.50	0.00
			01/22/2019	1.505016	6,467,175.00	99.495000	BOOK	0.00
83585	SUPRA INTL BK RECON	459058EV1	01/31/2017	1.250000	10,000,000.00	9,889,700.00	22,569.44	0.00
			07/26/2019	1.530185	9,931,900.00	98.897000	IDC-FIS	-42,200.00
83686	SUP INTL BK RECON &	459058FA6	04/07/2017	1.376000	20,000,000.00	19,573,400.00	764.44	0.00
			03/30/2020	1.602582	19,868,600.00	97.867000	IDC-FIS	-295,200.00
83740	SUPRA INTER-AMERICA	458182DX7	05/12/2017	1.000000	10,000,000.00	9,901,200.00	38,333.33	0.00
			05/13/2019	1.485219	9,904,600.00	99.012000	IDC-FIS	-3,400.00
83768	SUPRA INTL FINANCE	45950VHE9	05/30/2017	1.250000	14,823,000.00	14,797,207.98	63,821.25	0.00
			11/27/2018	1.340332	14,803,285.41	99.826000	IDC-FIS	-6,077.43
83927	SUPRA INTL BK RECON	4581X0BY3	10/13/2017	1.125000	10,000,000.00	9,854,100.00	5,937.50	0.00
			09/12/2019	1.637439	9,903,800.00	98.541000	IDC-FIS	-49,700.00
84187	SUP INTL BK RECON A	45905US96	02/08/2018	2.400000	10,000,000.00	10,000,000.00	35,333.33	0.00
			02/08/2021	2.400000	10,000,000.00	100.000000	BOOK	0.00
84206	SUPRA IFC	45950KCM0	01/26/2018	2.250000	20,000,000.00	19,683,000.00	82,500.00	0.00
			01/25/2021	2.336839	19,950,000.00	98.415000	IDC-FIS	-267,000.00
84507	SUPRA IFC NOTE	45950KCM0	06/26/2018	2.250000	20,000,000.00	19,683,000.00	82,500.00	0.00
			01/25/2021	2.729079	19,762,600.00	98.415000	IDC-FIS	-79,600.00
84589	SUPRA INTL FINANCE	45950VMJ2	09/06/2018	2.750000	30,000,000.00	29,865,000.00	57,291.67	0.00
			09/08/2020	2.750000	30,000,000.00	99.550000	IDC-FIS	-135,000.00
84623	SUPRA INTL FINANCE	45950VMJ2	09/20/2018	2.750000	20,000,000.00	19,910,000.00	38,194.45	0.00
			09/08/2020	2.865525	19,977,348.89	99.550000	IDC-FIS	-45,960.00
Subtotal				1.796224	216,323,000.00	214,132,032.98	586,175.11	27,600.00
				2.014543	215,266,009.30	98.987178		-1,140,187.43



Inventory by Market Value

Page 7

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 5 SUPRANATIONALS DISC								
84427	LUHSD SUPRA IBRD DI	459053Q80	05/23/2018	1.940000	5,000,000.00	4,983,300.00	35,297.22	0.00
			11/26/2018	1.959749	4,949,613.89	99.666000	IDC-FIS	-1,611.11
			Subtotal	1.940000	5,000,000.00	4,983,300.00	35,297.22	0.00
				1.959749	4,949,613.89	99.666000		-1,611.11

Inv Type: 11 TREASURY BILLS

84424	LUHSD GOV TREASURY	912796QJ1	05/23/2018	2.050000	5,000,000.00	4,987,553.19	37,298.61	365.69
			11/15/2018	2.070754	4,949,888.89	99.751064	IDC-FIS	0.00
84518	RM GOV TREASURY BIL	912796PK9	07/05/2018	2.050000	1,000,000.00	994,379.58	5,011.11	0.00
			01/03/2019	2.071469	989,636.11	99.437958	IDC-FIS	-267.64
84550	KFPD GOV US TREASUR	912796QC6	07/26/2018	2.210000	250,000.00	246,682.21	1,028.26	0.00
			04/25/2019	2.247668	245,810.21	98.672885	IDC-FIS	-156.26
84579	GOV US TREASURY BIL	912796QN2	08/28/2018	2.055000	30,000,000.00	29,874,148.00	58,225.00	0.00
			12/13/2018	2.067629	29,816,762.50	99.580493	IDC-FIS	-839.50
84582	CCCSD GOV US TREASU	912796PT0	08/31/2018	2.200000	4,000,000.00	3,962,500.00	7,577.78	0.00
			02/28/2019	2.224606	3,955,755.56	99.062500	IDC-FIS	-833.34
84619	AUHSO GOV US TREASU	912796RA9	09/17/2018	2.475000	2,600,000.00	2,538,268.83	2,502.50	116.33
			09/12/2019	2.537811	2,535,650.00	97.625724	IDC-FIS	0.00
84620	AUHSO GOV US TREASU	912796RA9	09/17/2018	2.475000	110,000.00	107,388.30	105.88	4.92
			09/12/2019	2.537811	107,277.50	97.625724	IDC-FIS	0.00
			Subtotal	2.094718	42,960,000.00	42,710,920.11	111,749.14	486.94
				2.112866	42,600,780.77	99.420205		-2,096.74

Inv Type: 12 TREASURY NOTES

82512	RM GOV US TREASURY	912828ST8	04/15/2015	1.250000	5,000,000.00	4,965,450.00	26,154.89	0.00
			04/30/2019	1.138894	5,021,875.00	99.309000	IDC-FIS	-56,425.00
83893	WT GOV US TREASURY	912828S28	09/11/2017	1.625000	170,000.00	161,845.10	236.57	0.00
			08/31/2022	1.670000	169,636.30	95.203000	IDC-FIS	-7,791.20
			Subtotal	1.262253	5,170,000.00	5,127,295.10	26,391.46	0.00
				1.156248	5,191,511.30	99.173986		-64,216.20



Inventory by Market Value

Page 8

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 22 FEDERAL HOME LOAN BANKS								
82400	RM GOV FHLB NOTES	3133782M2	02/25/2015	1.500000	5,000,000.00	4,981,550.00	42,291.67	0.00
			03/08/2019	1.415035	5,016,600.00	99.631000	IDC-FIS	-35,050.00
82582	RM GOV FHLB NOTES	313379EE5	06/08/2015	1.625000	2,500,000.00	2,484,250.00	12,074.65	0.00
			06/14/2019	1.563094	2,506,000.00	99.370000	IDC-FIS	-21,750.00
82583	GOV FHLB NOTES	3130A5NC9	06/11/2015	1.300000	5,000,000.00	4,996,550.00	27,263.91	0.00
			10/30/2018	1.300000	5,000,000.00	99.931000	IDC-FIS	-3,450.00
82694	RM GOV FHLB NOTES	313380FB8	09/21/2015	1.375000	2,500,000.00	2,470,875.00	1,718.75	0.00
			09/13/2019	1.400130	2,497,575.00	98.835000	IDC-FIS	-26,700.00
82781	GOV FHLB NOTES	3130A6RC3	11/04/2015	1.150000	5,000,000.00	4,995,650.00	23,798.62	0.00
			11/02/2018	1.150000	5,000,000.00	99.913000	IDC-FIS	-4,350.00
82928	KFPD GOV FHLB NOTES	3130A6UJ4	01/26/2016	1.250000	250,000.00	249,610.00	1,050.35	0.00
			11/30/2018	1.100214	251,045.00	99.844000	IDC-FIS	-1,435.00
82929	KFPD GOV FHLB NOTES	313381CA1	01/27/2016	1.375000	250,000.00	242,060.00	1,050.35	0.00
			12/11/2020	1.513574	248,377.50	96.824000	IDC-FIS	-6,317.50
82930	KFPD GOV FHLB NOTES	313381C94	01/27/2016	1.250000	250,000.00	245,700.00	937.50	0.00
			12/13/2019	1.326075	249,282.50	98.280000	IDC-FIS	-3,582.50
82931	KFPD GOV FHLB NOTES	3130A3UQ5	01/25/2016	1.875000	250,000.00	244,392.50	1,432.29	0.00
			12/11/2020	1.570027	253,565.00	97.757000	IDC-FIS	-9,172.50
83167	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	1,865,000.00	1,820,482.45	7,764.36	0.00
			06/12/2020	1.180179	1,879,174.00	97.613000	IDC-FIS	-58,691.55
83168	RM GOV FHLB NOTES	3133834H1	06/10/2016	1.375000	5,265,000.00	5,139,324.45	21,919.27	0.00
			06/12/2020	1.180179	5,305,014.00	97.613000	IDC-FIS	-165,689.55
83434	GOV FHLB NOTES	3130AA2H0	11/29/2016	1.125000	20,000,000.00	19,630,600.00	76,250.00	0.00
			11/29/2019	1.165139	19,976,400.00	98.153000	IDC-FIS	-345,800.00
83629	WT GOV FHLB NOTES	3130AABG2	03/08/2017	1.875000	170,000.00	164,684.10	1,080.21	0.00
			11/29/2021	2.050128	168,663.80	96.873000	IDC-FIS	-3,979.70
83728	RM GOV FHLB NOTES	3130AB5A0	04/27/2017	1.750000	5,000,000.00	4,862,900.00	42,291.67	0.00
			04/07/2021	1.723000	5,005,108.25	97.258000	IDC-FIS	-142,208.25
83924	GOV FHLB NOTES	3130ACLS1	10/11/2017	1.550000	20,000,000.00	19,989,200.00	146,388.89	0.00
			10/11/2019	1.577535	19,989,200.00	99.946000	BOOK	0.00
84066	RM GOV FHLB NOTES	3130AAB49	12/08/2017	1.875000	4,500,000.00	4,359,195.00	26,015.63	0.00
			12/10/2021	2.100994	4,461,124.50	96.871000	IDC-FIS	-101,929.50
84190	RM GOV FHLB NOTES	3130ADME9	02/08/2018	2.375000	3,500,000.00	3,459,750.00	12,237.85	0.00
			02/08/2021	2.375000	3,500,000.00	98.850000	IDC-FIS	-40,250.00
84367	CLT GOV FHLB NOTES	3130AE6P0	04/26/2018	2.250000	250,000.00	249,725.00	2,421.88	0.00



Inventory by Market Value

Page 9

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			04/26/2019	2.278646	249,929.98	99.890000	IDC-FIS	-204.98
84420	WT GOV FHLB NOTE	3130AE3Q1	05/21/2018	2.735000	165,000.00	163,783.95	2,018.20	0.00
			04/20/2022	2.906513	164,346.46	99.263000	IDC-FIS	-173.91
84459	RM GOV FHLB NOTE	3130AEEQ9	06/01/2018	2.650000	2,500,000.00	2,473,425.00	22,083.33	0.00
			05/16/2022	2.675015	2,497,682.50	98.937000	IDC-FIS	-24,257.50
84460	RM GOV FHLB NOTE	3130AEEP1	06/01/2018	2.550000	2,500,000.00	2,478,500.00	21,250.00	0.00
			05/28/2021	2.565000	2,498,930.00	99.140000	IDC-FIS	-20,430.00
84480	RM FHLB NOTE	3130AEEP1	06/08/2018	2.550000	5,000,000.00	4,957,000.00	42,500.00	0.00
			05/28/2021	2.692494	4,982,249.17	99.140000	IDC-FIS	-22,770.00
84484	CCCSD FHLB NOTE	3130ABF92	06/08/2018	1.375000	5,000,000.00	4,963,150.00	23,489.58	8,500.00
			05/28/2019	2.323683	4,956,559.72	99.263000	IDC-FIS	0.00
84489	RM FHLB NOTE	3130AEBM1	06/08/2018	2.750000	5,000,000.00	4,962,550.00	53,854.16	0.00
			06/10/2022	2.832511	4,995,019.44	99.251000	IDC-FIS	-21,775.00
84581	GOV FHLB NOTES	3130AEU65	08/29/2018	2.625000	20,000,000.00	19,922,400.00	53,958.34	0.00
			08/21/2020	2.706385	19,976,131.67	99.612000	IDC-FIS	-46,440.00
		Subtotal		1.788302	121,715,000.00	120,507,307.45	667,141.46	8,500.00
				1.852928	121,627,978.49	99.007770		-1,106,407.44

Inv Type: 23 FEDERAL NATIONAL MORTGAGE ASSO

81889	AUHSO GOV FNMA NOTE	3135G0ZA4	04/01/2014	1.875000	377,000.00	376,287.47	824.70	0.00
			02/19/2019	1.795148	378,398.67	99.811000	IDC-FIS	-2,111.20
81890	AUHSO GOV FNMA NOTE	3135G0ZA4	04/01/2014	1.875000	6,959,000.00	6,945,847.49	15,222.88	0.00
			02/19/2019	1.795148	6,984,817.89	99.811000	IDC-FIS	-38,970.40
82119	WT GOV FNMA NOTES	3135G0ZG1	09/12/2014	1.750000	166,000.00	164,632.16	153.32	0.00
			09/12/2019	1.889799	164,897.76	99.176000	IDC-FIS	-265.60
82257	RM GOV FNMA NOTES	3135G0YT4	12/12/2014	1.625000	6,010,000.00	6,004,350.60	33,639.33	0.00
			11/27/2018	1.380107	6,066,494.00	99.906000	IDC-FIS	-62,143.40
82381	RM GOV FNMA NOTES	3136FTS67	02/09/2015	1.700000	6,000,000.00	5,985,180.00	9,633.33	0.00
			02/27/2019	1.329281	6,087,180.00	99.753000	IDC-FIS	-102,000.00
82436	WT GOV FNMA NOTES	3135G0A78	03/16/2015	1.625000	170,000.00	167,580.90	537.15	0.00
			01/21/2020	1.627650	169,977.90	98.577000	IDC-FIS	-2,397.00
82997	GOV FNMA NOTES	3135G0J53	03/22/2016	1.000000	10,000,000.00	9,947,300.00	9,722.22	0.00
			02/26/2019	1.067074	9,980,700.00	99.473000	IDC-FIS	-33,400.00
83000	RM GOV FNMA NOTES	3136G1C98	03/28/2016	1.420000	4,000,000.00	3,931,000.00	8,835.56	0.00
			02/05/2020	1.286438	4,020,000.00	98.275000	IDC-FIS	-89,000.00
83081	GOV FNMA NOTES	3135G0J53	04/22/2016	1.000000	10,000,000.00	9,947,300.00	9,722.22	0.00



Inventory by Market Value

Page 10

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			02/26/2019	1.070042	9,980,400.00	99.473000	IDC-FIS	-33,100.00
83210	RM GOV FNMA NOTES	3136G16D6	07/12/2016	1.350000	2,465,000.00	2,403,177.80	8,781.56	0.00
			06/26/2020	1.070378	2,491,622.00	97.492000	IDC-FIS	-88,444.20
83474	RM GOV FNMA NOTES	3136G04H1	12/07/2016	1.700000	4,998,000.00	4,874,999.22	32,570.30	0.00
			11/13/2020	1.720219	4,994,151.54	97.539000	IDC-FIS	-119,152.32
83810	RM GOV FNMA NOTES	3135G0J20	06/29/2017	1.375000	4,000,000.00	3,861,600.00	5,347.22	0.00
			02/26/2021	1.648008	3,961,360.00	96.540000	IDC-FIS	-99,760.00
84217	GOV FNMA NOTES	3135G0S38	03/01/2018	2.000000	5,000,000.00	4,855,650.00	23,888.89	0.00
			01/05/2022	2.590321	4,892,585.00	97.113000	IDC-FIS	-36,935.00
84248	RM GOV FNMA NOTES	3135G0S38	03/07/2018	2.000000	5,000,000.00	4,855,650.00	23,888.89	0.00
			01/05/2022	2.564557	4,897,635.00	97.113000	IDC-FIS	-41,985.00
		Subtotal		1.492659	65,145,000.00	64,320,555.64	182,767.57	0.00
				1.533596	65,070,219.76	98.734447		-749,664.12

Inv Type: 27 FEDERAL FARM CREDIT BANKS

82185	RM GOV FFCB NOTES	3133EDYB2	11/04/2014	1.500000	2,000,000.00	1,995,020.00	6,250.00	4,720.00
			01/16/2019	1.620035	1,990,300.00	99.751000	IDC-FIS	0.00
82671	RM GOV FFCB NOTES	3133EE5S5	08/25/2015	1.500000	1,000,000.00	991,170.00	2,333.33	0.00
			08/05/2019	1.350014	1,005,740.00	99.117000	IDC-FIS	-14,570.00
82672	RM GOV FFCB NOTES	3133EE5S5	08/25/2015	1.500000	3,000,000.00	2,973,510.00	7,000.00	0.00
			08/05/2019	1.350014	3,017,220.00	99.117000	IDC-FIS	-43,710.00
82683	WT GOV FFCB NOTES	3133EE5Z9	09/11/2015	1.750000	170,000.00	166,732.60	471.04	0.00
			08/04/2020	1.730194	170,156.40	98.078000	IDC-FIS	-3,423.80
82785	GOV FFCB NOTES	3133EFNF0	11/06/2015	1.080000	5,000,000.00	4,994,350.00	21,750.00	0.00
			11/06/2018	1.104126	4,996,450.00	99.887000	IDC-FIS	-2,100.00
82817	GOV FFCB NOTES	3133EFRQ2	12/03/2015	1.300000	10,000,000.00	9,985,500.00	42,611.11	0.00
			12/03/2018	1.300000	10,000,000.00	99.855000	IDC-FIS	-14,500.00
82818	GOV FFCB NOTES	3133EFRQ2	12/03/2015	1.300000	10,000,000.00	9,985,500.00	42,611.11	0.00
			12/03/2018	1.305115	9,998,500.00	99.855000	IDC-FIS	-13,000.00
82846	GOV FFCB NOTES	3133EFSJ7	12/18/2015	1.300000	20,000,000.00	19,961,200.00	77,277.78	28,400.00
			12/14/2018	1.415191	19,932,800.00	99.806000	IDC-FIS	0.00
82926	KFPD GOV FFCB NOTES	3133EFVQ7	01/27/2016	1.250000	250,000.00	249,175.00	598.96	0.00
			01/22/2019	1.126024	250,907.50	99.670000	IDC-FIS	-1,732.50
82946	WT GOV FFCB NOTES	3133EC6Z2	02/12/2016	1.400000	155,000.00	150,188.80	644.97	0.00
			12/14/2020	1.320066	155,578.15	96.896000	IDC-FIS	-5,389.35
82963	GOV FFCB CALLABLE N	3133EFYS0	03/02/2016	1.150000	10,000,000.00	9,957,200.00	12,458.33	0.00



Inventory by Market Value

Page 11

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			02/22/2019	1.217313	9,980,400.00	99.572000	IDC-FIS	-23,200.00
82986	RM GOV FFCB NOTES	3133EFK63	03/15/2016	1.250000	4,061,000.00	3,975,312.90	3,807.19	0.00
			03/04/2020	1.430176	4,032,857.27	97.890000	IDC-FIS	-57,544.37
82992	GOV FFCB NOTES	3133EFQ67	03/21/2016	1.160000	10,000,000.00	9,939,700.00	3,222.22	0.00
			03/21/2019	1.180075	9,994,100.00	99.397000	IDC-FIS	-54,400.00
83007	RM GOV FFCB NOTES	3133EFV20	03/30/2016	1.490000	4,000,000.00	3,924,040.00	165.56	0.00
			03/30/2020	1.490000	4,000,000.00	98.101000	IDC-FIS	-75,960.00
83160	GOV FFCB NOTES	3133EGCA1	06/03/2016	1.060000	10,000,000.00	9,903,800.00	34,744.44	0.00
			06/03/2019	1.140244	9,976,400.00	99.038000	IDC-FIS	-72,600.00
83190	GOV FFCB NOTES	3133EGJC0	07/01/2016	.950000	10,000,000.00	9,882,900.00	23,750.00	0.00
			07/01/2019	1.000200	9,985,200.00	98.829000	IDC-FIS	-102,300.00
83344	RM GOV FFCB NOTES	3133EGUT0	09/28/2016	1.170000	4,690,000.00	4,540,670.40	1,524.26	0.00
			09/21/2020	1.110242	4,700,880.80	96.816000	IDC-FIS	-160,210.40
83505	RM GOV FFCB NOTES	3133EGT88	12/16/2016	1.450000	2,000,000.00	1,971,160.00	8,780.56	0.00
			12/12/2019	1.640327	1,988,940.00	98.558000	IDC-FIS	-17,780.00
83506	RM GOV FFCB NOTES	3133EGM69	12/16/2016	1.100000	2,000,000.00	1,995,540.00	7,088.89	5,620.00
			12/05/2018	1.360167	1,989,920.00	99.777000	IDC-FIS	0.00
83725	GOV FFCB NOTES	3133EHFL2	04/26/2017	1.550000	10,000,000.00	9,814,000.00	72,333.33	0.00
			04/13/2020	1.578010	9,991,900.00	98.140000	IDC-FIS	-177,900.00
83741	GOV FFCB NOTES	3133EHHN6	05/12/2017	1.350000	10,000,000.00	9,934,300.00	55,875.00	0.00
			05/02/2019	1.430437	9,984,400.00	99.343000	IDC-FIS	-50,100.00
83767	GOV FFCB NOTES	3133EHLG6	05/30/2017	1.320000	20,000,000.00	19,844,800.00	88,733.33	0.00
			05/30/2019	1.400388	19,968,400.00	99.224000	IDC-FIS	-123,600.00
83813	GOV FFCB NOTES	3133EHQB2	07/06/2017	1.550000	10,000,000.00	9,782,800.00	36,597.22	0.00
			07/06/2020	1.560960	9,996,800.00	97.828000	IDC-FIS	-214,000.00
84191	RM GOV FFCB NOTES	3133EH6X6	02/08/2018	2.200000	3,500,000.00	3,418,975.00	16,897.22	0.00
			01/12/2022	2.455479	3,466,746.50	97.685000	IDC-FIS	-47,771.50
84218	GOV FFCB NOTES	3133EJCE7	03/01/2018	2.350000	5,000,000.00	4,937,950.00	15,993.06	0.00
			02/12/2021	2.480332	4,981,555.00	98.759000	IDC-FIS	-43,605.00
84249	RM GOV FFCB NOTES	3133EJCE7	03/07/2018	2.350000	5,000,000.00	4,937,950.00	15,993.06	0.00
			02/12/2021	2.464582	4,983,855.00	98.759000	IDC-FIS	-45,905.00
84289	RM GOV FFCB NOTES	3133EJHC6	03/29/2018	2.600000	5,000,000.00	4,941,900.00	3,611.11	0.00
			03/21/2022	2.612688	4,997,600.00	98.838000	IDC-FIS	-55,700.00
84547	KFPD GOV FFCB BOND	3133EJUM9	07/25/2018	2.600000	500,000.00	498,070.00	2,708.33	0.00
			07/16/2020	2.708286	499,288.50	99.614000	IDC-FIS	-893.50
84573	RM GOV FFCB DISC NO	3133ECWH3	08/27/2018	2.100000	296,000.00	294,816.00	966.94	0.00
			08/05/2019	2.431326	295,471.15	99.600000	IDC-FIS	-275.28



Inventory by Market Value

Page 12

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84636	GOV FFCB NOTES	3133EJB81	09/27/2018	2.730000	18,000,000.00	17,996,940.00	8,190.00	16,110.00
			03/25/2020	2.803194	17,983,560.00	99.983000	IDC-FIS	0.00
			Subtotal	1.524373	195,622,000.00	193,945,170.70	614,988.35	54,850.00
				1.585853	195,315,926.27	99.142822		-1,422,170.70

Inv Type: 28 FHLMC DISCOUNT NOTES

83945	RM GOV FHLMC DISC	313397K26	10/26/2017	1.355000	374,000.00	373,777.68	4,786.16	0.00
			10/11/2018	1.373088	369,073.07	99.940556	IDC-FIS	-81.55
84419	GOV FHLMC DISC NOTE	313397R45	05/21/2018	1.970000	20,000,000.00	19,940,555.56	153,515.27	0.00
			11/20/2018	2.099827	19,788,772.22	99.702778	IDC-FIS	-1,731.93
84493	LUHSD GOV FHLMC DIS	313397Q20	05/23/2018	1.960000	5,000,000.00	4,985,138.89	35,661.11	0.00
			11/20/2018	1.979507	4,950,727.78	99.702778	IDC-FIS	-1,250.00
84521	GOV FHLMC DISC NOTE	313397M57	07/05/2018	1.940000	30,000,000.00	29,948,283.33	142,266.67	0.00
			10/30/2018	1.952309	29,810,850.00	99.827611	IDC-FIS	-4,833.34
84585	CCCSO GOV FHLMC DIS	313396CQ4	08/31/2018	2.210000	5,000,000.00	4,951,019.44	9,515.28	0.00
			03/04/2019	2.235387	4,943,215.28	99.020389	IDC-FIS	-1,711.12
			Subtotal	1.970260	60,374,000.00	60,198,774.90	345,744.49	0.00
				2.023128	59,862,638.35	99.709767		-9,607.94

Inv Type: 29 FHLMC NOTES

82571	RM GOV FHLMC NOTES	3137EADG1	05/27/2015	1.750000	3,000,000.00	2,985,030.00	17,645.83	0.00
			05/30/2019	1.379985	3,043,140.00	99.501000	IDC-FIS	-58,110.00
82762	RM GOV FHLMC NOTES	3137EADM8	10/26/2015	1.250000	6,000,000.00	5,917,320.00	37,291.67	0.00
			10/02/2019	1.310124	5,986,200.00	98.622000	IDC-FIS	-68,880.00
82927	KFPD GOV FHLMC NOTE	3137EADM8	01/25/2016	1.250000	250,000.00	246,555.00	1,553.82	0.00
			10/02/2019	1.330187	249,280.00	98.622000	IDC-FIS	-2,725.00
83006	GOV FHLMC NOTES	3134G8PD5	03/30/2016	1.350000	10,000,000.00	9,868,700.00	375.00	0.00
			09/30/2019	1.350000	10,000,000.00	98.687000	IDC-FIS	-131,300.00
83039	GOV FHLMC NOTES	3134G8W21	04/08/2016	1.375000	5,000,000.00	4,915,950.00	17,378.49	0.00
			12/30/2019	1.375000	5,000,000.00	98.319000	IDC-FIS	-84,050.00
83084	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,991,600.00	45,208.33	0.00
			10/26/2018	1.050000	10,000,000.00	99.916000	IDC-FIS	-8,400.00
83085	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,991,600.00	45,208.33	0.00
			10/26/2018	1.061785	9,997,100.00	99.916000	IDC-FIS	-5,500.00
83086	GOV FHLMC NOTES	3134G8YU7	04/26/2016	1.050000	10,000,000.00	9,991,600.00	45,208.33	0.00



Inventory by Market Value

Page 13

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			10/26/2018	1.073168	9,994,300.00	99.916000	IDC-FIS	-2,700.00
83172	GOV FHLMC NOTES	3134G9QW0	06/14/2016	1.280000	10,000,000.00	9,912,500.00	38,044.44	0.00
			06/14/2019	1.280000	10,000,000.00	99.125000	IDC-FIS	-87,500.00
83345	WLT GOV FHLMC NOTES	3137EAC9	09/28/2016	1.125000	173,000.00	164,635.45	264.91	0.00
			08/12/2021	1.250127	171,979.30	95.165000	IDC-FIS	-7,343.85
83809	RM GOV FHLMC NOTES	3134GBTQ5	06/29/2017	1.500000	4,000,000.00	3,908,440.00	12,666.66	0.00
			07/15/2020	1.567587	3,992,000.00	97.711000	IDC-FIS	-83,560.00
83979	GOV FHLMC NOTES	3134GBW81	11/22/2017	2.350000	10,000,000.00	9,649,200.00	84,208.33	0.00
			11/22/2022	2.350000	10,000,000.00	96.492000	IDC-FIS	-350,800.00
84250	WT GOV FHLMC NOTES	3134GBA69	03/07/2018	2.375000	158,000.00	154,640.92	542.03	0.00
			08/09/2022	2.678470	156,011.25	97.874000	IDC-FIS	-1,370.33
84379	RM GOV FHLMC NOTES	3137EADZ9	04/30/2018	1.125000	251,000.00	249,225.43	1,302.07	888.54
			04/15/2019	2.250071	248,454.55	99.293000	IDC-FIS	0.00
			Subtotal	1.371378	78,832,000.00	77,946,996.80	346,898.24	888.54
				1.374187	78,838,465.10	98.877355		-892,239.18

Inv Type: 31 MUNICIPAL BONDS

81514	AUHSd MUNI WICOMICO	967545R89	06/27/2013	3.500000	390,000.00	427,550.12	4,550.00	0.00
			12/01/2018	1.638640	427,550.12	109.628236	BOOK	0.00
			Subtotal	3.500000	390,000.00	427,550.12	4,550.00	0.00
				1.638640	427,550.12	109.628236		0.00

Inv Type: 43 FHLB DISCOUNT NOTES

84425	LUHSD GOV FHLB DISC	313385Q82	05/23/2018	2.000000	5,000,000.00	4,983,355.56	36,388.89	0.00
			11/26/2018	2.020996	4,948,055.56	99.667111	IDC-FIS	-1,088.89
84483	CCCSd FHLB DISCOUNT	313385R99	06/08/2018	2.040000	5,000,000.00	4,980,590.28	32,583.33	0.00
			12/05/2018	2.061022	4,949,000.00	99.611806	IDC-FIS	-993.05
84506	GOV FHLB DISC	313385H90	06/26/2018	1.930000	25,000,000.00	24,998,513.89	130,006.94	0.00
			10/02/2018	1.940194	24,868,652.78	99.994056	IDC-FIS	-145.83
84523	GOV FHLB DISCOUNT N	313385M45	07/05/2018	1.920000	30,000,000.00	29,950,066.67	140,800.00	0.00
			10/29/2018	1.931952	29,814,400.00	99.833556	IDC-FIS	-5,133.33
84553	GOV FHLB DISC	313385P59	08/01/2018	2.010000	30,000,000.00	29,919,750.00	102,175.00	0.00
			11/15/2018	2.021967	29,822,450.00	99.732500	IDC-FIS	-4,875.00
84568	PW GOV FHLB DISC	313384BX6	08/17/2018	2.160000	500,000.00	492,655.00	906.64	0.00
			05/15/2019	1.466643	494,540.00	98.531000	IDC-FIS	-2,791.64



Inventory by Market Value

Page 14

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84584	CCCSD GOV FHLB DISC	313385R81	08/31/2018	2.080000	5,000,000.00	4,980,888.89	8,955.55	0.00
			12/04/2018	2.091480	4,972,555.56	99.617778	IDC-FIS	-622.22
84588	CCCSD GOV FHLB DISC	313384CS6	09/06/2018	2.240000	5,000,000.00	4,950,383.33	7,777.78	0.00
			03/06/2019	2.265515	4,943,688.89	99.007667	IDC-FIS	-1,083.34
84631	GOV FHLB DISC	313384AB5	09/25/2018	2.200000	30,000,000.00	29,831,050.00	11,000.00	1,550.00
			01/02/2019	2.213391	29,818,500.00	99.436833	IDC-FIS	0.00
			Subtotal	2.029691	135,500,000.00	135,087,253.62	470,594.13	1,550.00
				2.040196	134,631,842.79	99.695390		-16,733.30

Inv Type: 71 COMMERCIAL PAPER DISCOUNT

84398	PW CP MUFG UNION BA	62478YL14	05/10/2018	2.080000	800,000.00	798,484.44	6,656.00	0.00
			11/01/2018	2.101246	791,911.11	99.810556	IDC-FIS	-82.67
84462	CP BNP PARIBAS	09659KKA7	06/04/2018	2.280000	30,000,000.00	29,983,500.00	226,100.00	600.00
			10/10/2018	2.298634	29,756,800.00	99.945000	IDC-FIS	0.00
84469	CP GE CAPITAL	36164KKB6	06/05/2018	2.310000	30,000,000.00	29,981,666.67	227,150.00	916.67
			10/11/2018	2.329130	29,753,600.00	99.938889	IDC-FIS	0.00
84503	CP TOYOTA MOTOR CRE	89233HK29	06/25/2018	2.270000	30,000,000.00	29,998,166.67	185,383.33	58.34
			10/02/2018	2.284259	29,812,725.00	99.993889	IDC-FIS	0.00
84524	CP TOYOTA MOTOR CRE	89233HM68	07/09/2018	2.360000	4,300,000.00	4,282,341.33	23,678.66	946.00
			12/06/2018	2.383437	4,257,716.67	99.589333	IDC-FIS	0.00
84525	CP TOYOTA MOTOR CRE	89233HM68	07/09/2018	2.360000	1,100,000.00	1,095,482.67	6,057.34	242.00
			12/06/2018	2.383438	1,089,183.33	99.589333	IDC-FIS	0.00
84526	CP TOYOTA MOTOR CRE	89233HM68	07/09/2018	2.360000	1,000,000.00	995,893.33	5,506.66	220.00
			12/06/2018	2.383436	990,166.67	99.589333	IDC-FIS	0.00
84530	CP MUFG BANK	62479MK28	07/02/2018	2.210000	30,000,000.00	29,998,166.67	167,591.66	8.34
			10/02/2018	2.222552	29,830,566.67	99.993889	IDC-FIS	0.00
84536	CP MUFG BANK	62479MKN2	07/20/2018	2.250000	25,000,000.00	24,967,916.67	114,062.50	729.17
			10/22/2018	2.263297	24,853,125.00	99.871667	IDC-FIS	0.00
84537	CP GENERAL ELECTRIC	36960MK93	07/20/2018	2.210000	30,000,000.00	29,985,333.33	134,441.67	66.66
			10/09/2018	2.221044	29,850,825.00	99.951111	IDC-FIS	0.00
84556	CP SOCIETE GENERALE	83369CKX1	08/02/2018	2.240000	30,000,000.00	29,945,000.00	112,000.00	1,000.00
			10/31/2018	2.252615	29,832,000.00	99.816667	IDC-FIS	0.00
84557	CP MUFG BANK LTD NY	62479MLD3	08/02/2018	2.250000	30,000,000.00	29,921,166.67	112,500.00	1,791.67
			11/13/2018	2.264578	29,806,875.00	99.737222	IDC-FIS	0.00
84558	CP MUFG BANK LTD NY	62479ML92	08/02/2018	2.250000	30,000,000.00	29,928,500.00	112,500.00	1,625.00
			11/09/2018	2.264009	29,814,375.00	99.761667	IDC-FIS	0.00



Inventory by Market Value

Page 15

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84563	CP CREDIT AGRICOLE	22533UL92	08/09/2018	2.220000	30,000,000.00	29,928,500.00	98,050.00	650.00
			11/09/2018	2.232667	29,829,800.00	99.761667	IDC-FIS	0.00
84564	CP SOCIETE GENERALE	83369CL77	08/09/2018	2.220000	25,000,000.00	24,943,472.22	81,708.33	513.89
			11/07/2018	2.232390	24,861,250.00	99.773889	IDC-FIS	0.00
84566	CP GENERAL ELECTRIC	36960MLK7	08/16/2018	2.230000	30,000,000.00	29,910,166.67	85,483.33	1,225.01
			11/19/2018	2.243201	29,823,458.33	99.700556	IDC-FIS	0.00
84567	CP JP MORGAN SECURI	46640QLG4	08/16/2018	2.250000	30,000,000.00	29,915,666.67	86,250.00	1,916.67
			11/16/2018	2.263012	29,827,500.00	99.718889	IDC-FIS	0.00
84574	HR CP TOYOTA MOTOR	89233HKS2	08/27/2018	2.090000	3,001,000.00	2,996,415.14	6,097.87	0.00
			10/26/2018	2.097307	2,990,546.51	99.847222	IDC-FIS	-229.24
84575	HR CP TOYOTA MOTOR	89233HKS2	08/27/2018	2.090000	1,444,000.00	1,441,793.89	2,934.13	0.00
			10/26/2018	2.097304	1,438,970.07	99.847222	IDC-FIS	-110.31
84576	HR CP TOYOTA MOTOR	89233HKS2	08/27/2018	2.090000	7,801,000.00	7,789,081.81	15,851.20	0.00
			10/26/2018	2.097305	7,773,826.52	99.847222	IDC-FIS	-595.91
84578	CP GENERAL ELECTRIC	36960MMB6	08/28/2018	2.220000	30,000,000.00	29,867,466.67	62,900.00	0.00
			12/11/2018	2.234468	29,805,750.00	99.558222	IDC-FIS	-1,183.33
84583	CCCSD CP GENERAL EL	36960MM34	08/31/2018	2.230000	2,000,000.00	1,992,160.00	3,840.56	0.00
			12/03/2018	2.243062	1,988,354.44	99.608000	IDC-FIS	-35.00
84587	CCCSD CP TOYOTA MOT	89233HQ49	09/06/2018	2.400000	4,000,000.00	3,959,104.44	6,666.67	171.10
			03/04/2019	2.428986	3,952,266.67	98.977611	IDC-FIS	0.00
84597	CP CREDIT AGRICOLE	22533UMD2	09/13/2018	2.240000	30,000,000.00	29,863,733.33	33,600.00	0.00
			12/13/2018	2.252756	29,830,133.33	99.545778	IDC-FIS	0.00
84598	CP NORDEA BANK	65558GMA8	09/13/2018	2.240000	30,000,000.00	29,869,333.33	33,600.00	0.00
			12/10/2018	2.252333	29,835,733.33	99.564444	IDC-FIS	0.00
84599	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	5,450,000.00	5,425,923.11	6,049.50	0.00
			12/11/2018	2.232252	5,420,088.58	99.558222	IDC-FIS	-214.97
84600	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	5,300,000.00	5,276,585.78	5,883.00	0.00
			12/11/2018	2.232252	5,270,911.83	99.558222	IDC-FIS	-209.05
84601	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	500,000.00	497,791.11	555.00	0.00
			12/11/2018	2.232254	497,255.83	99.558222	IDC-FIS	-19.72
84602	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	800,000.00	796,465.78	888.00	0.00
			12/11/2018	2.232253	795,609.33	99.558222	IDC-FIS	-31.55
84603	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	1,900,000.00	1,891,606.22	2,109.00	0.00
			12/11/2018	2.232251	1,889,572.17	99.558222	IDC-FIS	-74.95
84604	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	2,190,000.00	2,180,325.07	2,430.90	0.00
			12/11/2018	2.232251	2,177,980.55	99.558222	IDC-FIS	-86.38
84605	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	340,000.00	338,497.96	377.40	0.00



Inventory by Market Value

Page 16

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			12/11/2018	2.232247	338,133.97	99.558222	IDC-FIS	-13.41
84606	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	3,200,000.00	3,185,863.11	3,552.00	0.00
			12/11/2018	2.232252	3,182,437.33	99.558222	IDC-FIS	-126.22
84607	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	700,000.00	696,907.56	777.00	0.00
			12/11/2018	2.232249	696,158.17	99.558222	IDC-FIS	-27.61
84608	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	2,800,000.00	2,787,630.22	3,108.00	0.00
			12/11/2018	2.232251	2,784,632.67	99.558222	IDC-FIS	-110.45
84609	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	3,300,000.00	3,285,421.33	3,663.00	0.00
			12/11/2018	2.232251	3,281,888.50	99.558222	IDC-FIS	-130.17
84610	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	21,000,000.00	20,907,226.67	23,310.00	0.00
			12/11/2018	2.232251	20,884,745.01	99.558222	IDC-FIS	-828.34
84611	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	580,000.00	577,437.69	643.80	0.00
			12/11/2018	2.232249	576,816.77	99.558222	IDC-FIS	-22.88
84612	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	415,000.00	413,166.62	460.65	0.00
			12/11/2018	2.232253	412,722.34	99.558222	IDC-FIS	-16.37
84613	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	4,190,000.00	4,171,489.51	4,650.90	0.00
			12/11/2018	2.232252	4,167,003.88	99.558222	IDC-FIS	-165.27
84614	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	2,265,000.00	2,254,993.73	2,514.15	0.00
			12/11/2018	2.232252	2,252,568.92	99.558222	IDC-FIS	-89.34
84615	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	5,000,000.00	4,977,911.11	5,550.00	0.00
			12/11/2018	2.232252	4,972,558.33	99.558222	IDC-FIS	-197.22
84616	PW CP TOYOTA MOTOR	89233HMB7	09/13/2018	2.220000	5,000,000.00	4,977,911.11	5,550.00	0.00
			12/11/2018	2.232252	4,972,558.33	99.558222	IDC-FIS	-197.22
84624	PW CP GENERAL ELECT	36960MKN2	09/21/2018	2.140000	591,000.00	590,241.55	351.32	0.00
			10/22/2018	2.143948	589,910.92	99.871667	IDC-FIS	-20.69
84625	PW CP GENERAL ELECT	36960MKN2	09/21/2018	2.140000	1,300,000.00	1,298,331.67	772.78	0.00
			10/22/2018	2.143950	1,297,604.39	99.871667	IDC-FIS	-45.50
84627	CP JP MORGAN SECURI	46640QTM3	09/24/2018	2.700000	30,000,000.00	29,403,866.67	15,750.00	0.00
			06/21/2019	2.755805	29,392,500.00	98.012889	IDC-FIS	-4,383.33
84629	CP NORDEA BANK AB	65558GMS9	09/25/2018	2.290000	30,000,000.00	29,839,466.67	11,450.00	3,583.34
			12/26/2018	2.303481	29,824,433.33	99.464889	IDC-FIS	0.00
84630	CP STANDARD CHARTER	85324UNR0	09/25/2018	2.435000	30,000,000.00	29,775,733.33	12,175.00	11,116.66
			01/25/2019	2.455261	29,752,441.67	99.252444	IDC-FIS	0.00
			Subtotal	2.271306	652,267,000.00	649,909,306.20	2,063,181.31	27,380.52
				2.287202	647,827,991.47	99.638539		-9,247.10



Inventory by Market Value

Page 17

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 72 NEGOTIABLE CERT OF DEPOSIT								
83948	PW YCD BNP PARIBAS	05572N6M3	10/27/2017	1.770000	1,610,000.00	1,609,611.75	26,834.68	0.00
			10/26/2018	1.770000	1,610,000.00	99.975885	IDC-FIS	-388.25
83997	YCD BANK OF NOVA SC	06417GA81	11/30/2017	1.880000	47,000,000.00	46,982,313.52	748,605.56	0.00
			11/30/2018	1.880000	47,000,000.00	99.962369	IDC-FIS	-17,686.48
84016	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	200,000.00	199,931.41	3,208.89	0.00
			11/30/2018	1.900000	200,000.00	99.965706	IDC-FIS	-68.59
84017	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	2,000,000.00	1,999,314.11	32,088.89	0.00
			11/30/2018	1.900000	2,000,000.00	99.965706	IDC-FIS	-685.89
84018	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	20,000,000.00	19,993,141.13	320,888.89	0.00
			11/30/2018	1.900000	20,000,000.00	99.965706	IDC-FIS	-6,858.87
84019	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,965.71	1,604.44	0.00
			11/30/2018	1.900000	100,000.00	99.965706	IDC-FIS	-34.29
84020	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	200,000.00	199,931.41	3,208.89	0.00
			11/30/2018	1.900000	200,000.00	99.965706	IDC-FIS	-68.59
84021	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	300,000.00	299,897.12	4,813.33	0.00
			11/30/2018	1.900000	300,000.00	99.965706	IDC-FIS	-102.88
84022	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	200,000.00	199,931.41	3,208.89	0.00
			11/30/2018	1.900000	200,000.00	99.965706	IDC-FIS	-68.59
84023	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	3,600,000.00	3,598,765.40	57,760.00	0.00
			11/30/2018	1.900000	3,600,000.00	99.965706	IDC-FIS	-1,234.60
84024	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	400,000.00	399,862.82	6,417.78	0.00
			11/30/2018	1.900000	400,000.00	99.965706	IDC-FIS	-137.18
84025	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	3,800,000.00	3,798,696.81	60,968.89	0.00
			11/30/2018	1.900000	3,800,000.00	99.965706	IDC-FIS	-1,303.19
84026	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,948.56	2,406.67	0.00
			11/30/2018	1.900000	150,000.00	99.965706	IDC-FIS	-51.44
84027	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	200,000.00	199,931.41	3,208.89	0.00
			11/30/2018	1.900000	200,000.00	99.965706	IDC-FIS	-68.59
84028	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,500,000.00	1,499,485.58	24,066.67	0.00
			11/30/2018	1.900000	1,500,000.00	99.965706	IDC-FIS	-514.42
84029	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,965.71	1,604.44	0.00
			11/30/2018	1.900000	100,000.00	99.965706	IDC-FIS	-34.29
84030	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	800,000.00	799,725.65	12,835.56	0.00
			11/30/2018	1.900000	800,000.00	99.965706	IDC-FIS	-274.35
84031	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	7,000,000.00	6,997,599.40	112,311.11	0.00



Inventory by Market Value

Page 18

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			11/30/2018	1.900000	7,000,000.00	99.965706	IDC-FIS	-2,400.60
84032	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,948.56	2,406.67	0.00
			11/30/2018	1.900000	150,000.00	99.965706	IDC-FIS	-51.44
84033	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	500,000.00	499,828.53	8,022.22	0.00
			11/30/2018	1.900000	500,000.00	99.965706	IDC-FIS	-171.47
84034	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	400,000.00	399,862.82	6,417.78	0.00
			11/30/2018	1.900000	400,000.00	99.965706	IDC-FIS	-137.18
84035	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	500,000.00	499,828.53	8,022.22	0.00
			11/30/2018	1.900000	500,000.00	99.965706	IDC-FIS	-171.47
84036	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	150,000.00	149,948.56	2,406.67	0.00
			11/30/2018	1.900000	150,000.00	99.965706	IDC-FIS	-51.44
84037	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,965.71	1,604.44	0.00
			11/30/2018	1.900000	100,000.00	99.965706	IDC-FIS	-34.29
84038	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,000,000.00	999,657.06	16,044.44	0.00
			11/30/2018	1.900000	1,000,000.00	99.965706	IDC-FIS	-342.94
84039	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	300,000.00	299,897.12	4,813.33	0.00
			11/30/2018	1.900000	300,000.00	99.965706	IDC-FIS	-102.88
84040	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	600,000.00	599,794.23	9,626.67	0.00
			11/30/2018	1.900000	600,000.00	99.965706	IDC-FIS	-205.77
84041	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	800,000.00	799,725.65	12,835.56	0.00
			11/30/2018	1.900000	800,000.00	99.965706	IDC-FIS	-274.35
84042	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,965.71	1,604.44	0.00
			11/30/2018	1.900000	100,000.00	99.965706	IDC-FIS	-34.29
84043	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	1,000,000.00	999,657.06	16,044.44	0.00
			11/30/2018	1.900000	1,000,000.00	99.965706	IDC-FIS	-342.94
84044	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	100,000.00	99,965.71	1,604.44	0.00
			11/30/2018	1.900000	100,000.00	99.965706	IDC-FIS	-34.29
84045	PW YCD BANK OF NOVA	06417GB31	12/01/2017	1.900000	250,000.00	249,914.26	4,011.11	0.00
			11/30/2018	1.900000	250,000.00	99.965706	IDC-FIS	-85.74
84089	PW YCD BNP PARIBAS	05572N7B6	12/12/2017	1.920000	1,000,000.00	999,632.01	15,626.67	0.00
			12/12/2018	1.920000	1,000,000.00	99.963201	IDC-FIS	-367.99
84139	KFPD YCD BNP PARIBA	05576T2D0	01/16/2018	2.050000	500,000.00	499,698.28	7,345.83	0.00
			01/16/2019	2.050000	500,000.00	99.939655	IDC-FIS	-301.72
84141	PW YCD BNP PARIBAS	05576T2F5	01/19/2018	2.150000	1,500,000.00	1,499,528.02	22,843.75	0.00
			01/18/2019	2.150000	1,500,000.00	99.968535	IDC-FIS	-471.98
84244	LUHSD YCD TORONTO D	89113XZA5	03/06/2018	2.320000	20,000,000.00	20,008,240.99	269,377.78	8,240.99
			12/06/2018	2.320000	20,000,000.00	100.041205	IDC-FIS	0.00



Inventory by Market Value

Page 19

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84353	AUHSN NCD UNION BAN	62478TD55	04/20/2018	2.340000	1,500,000.00	1,499,048.30	15,990.00	0.00
			04/18/2019	2.340000	1,500,000.00	99.936553	IDC-FIS	-951.70
84361	AUHSN NCD UNION BAN	62478TD55	04/20/2018	2.340000	120,000.00	119,923.86	1,279.20	0.00
			04/18/2019	2.340000	120,000.00	99.936553	IDC-FIS	-76.14
84388	PW NCD MUFG UNION B	62478TE39	05/03/2018	2.090000	1,500,000.00	1,500,002.46	13,149.58	2.46
			10/30/2018	2.090000	1,500,000.00	100.000164	IDC-FIS	0.00
84492	AUHSN YCD MUFG UNIO	62478TG94	06/14/2018	2.400000	410,000.00	409,885.36	2,979.33	0.00
			05/03/2019	2.400000	410,000.00	99.972040	IDC-FIS	-114.64
84502	YCD TORONTO DOMINIO	89113X4J0	06/22/2018	2.340000	30,000,000.00	30,002,350.18	196,950.00	2,350.18
			10/11/2018	2.340000	30,000,000.00	100.007834	IDC-FIS	0.00
84509	YCD STANDARD CHARTE	85325TG74	06/27/2018	2.370000	30,000,000.00	30,005,971.70	189,600.00	5,971.70
			10/25/2018	2.370000	30,000,000.00	100.019906	IDC-FIS	0.00
84520	YCD SOCIETE GENERAL	83369YN69	07/05/2018	2.280000	30,000,000.00	30,000,496.40	167,200.00	496.40
			10/03/2018	2.280000	30,000,000.00	100.001655	IDC-FIS	0.00
84533	YCD TORONTO DOMINIO	89113X6T6	07/16/2018	2.350000	25,000,000.00	25,014,730.80	125,659.72	14,730.80
			12/18/2018	2.350000	25,000,000.00	100.058923	IDC-FIS	0.00
84552	YCD MUFG UNION BANK	62478TK40	07/31/2018	2.140000	30,000,000.00	30,001,196.22	110,566.67	1,196.22
			10/23/2018	2.140000	30,000,000.00	100.003987	IDC-FIS	0.00
84554	YCD BANK OF MONTREAL	06370RES4	08/01/2018	2.250000	30,000,000.00	30,004,584.56	114,375.00	4,584.56
			11/01/2018	2.250000	30,000,000.00	100.015282	IDC-FIS	0.00
84555	YCD CREDIT AGRICOLE	22534H6K2	08/01/2018	2.240000	30,000,000.00	30,004,319.31	113,866.67	4,319.31
			11/01/2018	2.240000	30,000,000.00	100.014398	IDC-FIS	0.00
84562	YCD BANK OF MONTREAL	06370RFP9	08/06/2018	2.260000	30,000,000.00	30,005,018.93	105,466.67	5,018.93
			11/02/2018	2.260000	30,000,000.00	100.016730	IDC-FIS	0.00
84571	YCD STANDARD CHARTE	85325TN35	08/23/2018	2.330000	20,000,000.00	20,011,558.02	50,483.33	11,558.02
			12/21/2018	2.330000	20,000,000.00	100.057790	IDC-FIS	0.00
84617	YCD BANK OF MONTREAL	06370RJL4	09/14/2018	2.250000	25,000,000.00	25,009,717.30	26,562.50	9,717.30
			12/18/2018	2.250000	25,000,000.00	100.038869	IDC-FIS	0.00
84633	YCD BANK OF MONTREAL	06370RLB3	09/26/2018	2.450000	30,000,000.00	30,022,205.86	10,208.33	22,205.86
			01/25/2019	2.450000	30,000,000.00	100.074020	IDC-FIS	0.00
84634	YCD STANDARD CHARTE	85325TQ40	09/26/2018	2.460000	30,000,000.00	30,023,960.03	10,250.00	23,960.03
			01/29/2019	2.460000	30,000,000.00	100.079867	IDC-FIS	0.00
84635	YCD TORONTO DOMINIO	89114MGH4	09/27/2018	2.440000	30,000,000.00	30,021,072.29	8,133.33	21,072.29
			01/24/2019	2.440000	30,000,000.00	100.070241	IDC-FIS	0.00
Subtotal				2.234439	491,640,000.00	491,739,119.30	3,099,421.26	135,425.05
				2.234439	491,640,000.00	100.020161		-36,305.75



Inventory by Market Value

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
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Inv Type: 75 CORPORATE NOTES

81789	CORP MICROSOFT CORP	594918AV6	01/10/2014	1.625000	6,406,000.00	6,398,376.86	33,253.37	29,916.02
			12/06/2018	1.750063	6,368,460.84	99.881000	IDC-FIS	0.00
82975	CORP WELLS FARGO &	949746RS2	03/07/2016	2.500000	5,000,000.00	4,896,950.00	9,375.00	0.00
			03/04/2021	2.543964	4,989,750.00	97.939000	IDC-FIS	-92,800.00
82985	CORP EXXON MOBIL CO	30231GAP7	03/15/2016	1.708000	3,500,000.00	3,488,940.00	4,981.67	0.00
			03/01/2019	1.708000	3,500,000.00	99.684000	IDC-FIS	-11,060.00
83151	CORP CHEVRON	166764BH2	05/26/2016	1.561000	5,000,000.00	4,968,800.00	29,268.75	0.00
			05/16/2019	1.657877	4,986,000.00	99.376000	IDC-FIS	-17,200.00
83273	CORP ROYAL BANK OF	78012K RK5	07/29/2016	1.500000	5,000,000.00	4,948,500.00	12,916.67	0.00
			07/29/2019	1.500000	5,000,000.00	98.970000	IDC-FIS	-51,500.00
83592	CORP MICROSOFT CORP	594918BV5	02/06/2017	1.850000	10,000,000.00	9,878,700.00	28,263.89	0.00
			02/06/2020	1.850000	10,000,000.00	98.787000	IDC-FIS	-121,300.00
83732	CORP MICROSOFT CORP	594918BP8	05/04/2017	1.550000	8,549,000.00	8,205,586.67	19,508.34	0.00
			08/08/2021	2.010124	8,389,048.21	95.983000	IDC-FIS	-183,461.54
83742	CORP APPLE INC	037833CS7	05/12/2017	1.800000	10,000,000.00	9,832,600.00	70,000.00	0.00
			05/11/2020	1.829955	9,991,300.00	98.326000	IDC-FIS	-158,700.00
84156	CORP TOYOTA MOTOR C	89236TDM4	01/24/2018	1.700000	8,000,000.00	7,982,960.00	30,977.78	4,480.00
			01/09/2019	1.984629	7,978,480.00	99.787000	IDC-FIS	0.00
84184	CORP WELLS FARGO BA	94988J5L7	02/06/2018	2.400000	10,000,000.00	9,921,100.00	50,666.67	0.00
			01/15/2020	2.469417	9,986,900.00	99.211000	IDC-FIS	-65,800.00
84189	CORP JOHNSON & JOHN	478160CH5	02/12/2018	1.950000	16,850,000.00	16,509,461.50	128,691.88	0.00
			11/10/2020	2.295016	16,695,991.00	97.979000	IDC-FIS	-186,529.50
84370	MICROSOFT CORP	594918BA1	04/26/2018	2.375000	10,000,000.00	9,763,600.00	32,326.39	14,900.00
			02/12/2022	3.081219	9,748,700.00	97.636000	IDC-FIS	0.00
84387	MICROSOFT CORP	594918BG8	05/03/2018	2.000000	8,000,000.00	7,858,400.00	65,777.78	0.00
			11/03/2020	2.699874	7,865,520.00	98.230000	IDC-FIS	-7,120.00
84499	CORP WALMART INC	931142DY6	06/22/2018	1.750000	15,000,000.00	14,864,700.00	125,416.67	29,355.00
			10/09/2019	2.615211	14,888,574.17	99.098000	IDC-FIS	0.00
84504	CORP WALMART INC	931142DY6	06/25/2018	1.750000	5,000,000.00	4,954,900.00	41,805.55	9,440.00
			10/09/2019	2.615073	4,963,932.22	99.098000	IDC-FIS	0.00
84508	CORP APPLE INC	037833BS8	06/26/2018	2.250000	20,000,000.00	19,643,600.00	47,500.00	0.00
			02/23/2021	2.880031	19,679,400.00	98.218000	IDC-FIS	-35,800.00
84528	CORP TOYOTA MOTOR C	89236TDZ5	07/03/2018	2.000000	8,200,000.00	7,825,014.00	911.11	0.00
			12/29/2020	3.100913	7,985,652.00	95.427000	IDC-FIS	-160,638.00
84549	CORP WELLS FARGO BA	94988J5D5	07/18/2018	1.750000	10,000,000.00	9,938,200.00	61,736.11	15,600.00



Inventory by Market Value

Page 21

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			05/24/2019	2.675824	9,948,850.00	99.382000	IDC-FIS	0.00
84590	CORP JOHNSON AND JO	478160CD4	09/05/2018	2.250000	10,284,000.00	10,040,783.40	17,997.00	0.00
			03/03/2022	2.844617	10,083,719.10	97.635000	IDC-FIS	-41,650.20
84596	CORP JOHNSON AND JO	478160CD4	09/07/2018	2.250000	10,000,000.00	9,763,500.00	17,500.00	0.00
			03/03/2022	2.867054	9,799,000.00	97.635000	IDC-FIS	-33,000.00
84622	CORP APPLE INC	037833BS8	09/20/2018	2.250000	10,000,000.00	9,821,800.00	23,750.00	0.00
			02/23/2021	2.980040	9,847,195.00	98.218000	IDC-FIS	-8,520.00
			Subtotal	1.981560	194,789,000.00	191,506,472.43	852,624.63	103,691.02
				2.467197	192,696,472.54	98.314829		-1,175,079.24

Inv Type: 99 MONEY MARKET ACCOUNTS

83381	AUHS D MM DREYFUS TR	X9USDDRE0	08/08/2016	.000000	565,318.32	565,318.32	0.00	0.00
			10/01/2018	.000000	565,318.32	100.000000	BOOK	0.00
			Subtotal	.000000	565,318.32	565,318.32	0.00	0.00
				.000000	565,318.32	100.000000		0.00

Inv Type: 1000 TD WITH CALC CODE OF CSC-00

83754	CCCCD CD BERTA KAMM	121101042	05/24/2017	.400000	3,397.22	3,397.22	18.68	0.00
			05/24/2020	.400000	3,397.22	100.000000	BOOK	0.00
			Subtotal	.400000	3,397.22	3,397.22	18.68	0.00
				.400000	3,397.22	100.000000		0.00

Grand Total			Count 248	2.019504	2,266,295,715.54	2,253,110,770.89	9,407,543.05	360,372.07
				2.098268	2,256,515,715.69	99.418216		-6,625,566.25



Inventory by Market Value

Page 22

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Un Gain/Loss	Yield
U.S. TREASURIES	48,130.00	47,792.29	47,838.22	100.10 %	-65.83	2.01 %
U.S. AGENCIES	657,188.00	655,347.07	652,006.06	99.49 %	-4,131.03	1.74 %
MUNICIPALS	390.00	427.55	427.55	100.00 %	0.00	1.64 %
COMMERCIAL PAPER	652,267.00	647,827.99	649,909.31	100.32 %	18.13	2.29 %
NCD/YCD	491,640.00	491,640.00	491,739.12	100.02 %	99.12	2.23 %
CORPORATE NOTES	194,789.00	192,696.47	191,506.47	99.38 %	-1,071.39	2.47 %
TIME DEPOSIT	3.40	3.40	3.40	100.00 %	0.00	0.40 %
MONEY MARKET ACCOUNTS	565.32	565.32	565.32	100.00 %	0.00	0.00 %
SUPRANATIONAL	221,323.00	220,215.62	219,115.33	99.50 %	-1,114.20	2.01 %
Totals(000's)	2,266,295.72	2,256,515.72	2,253,110.77	99.85 %	-6,265.19	2.10 %

Asset Allocation



Inventory by Market Value

As Of Date: 09/30/2018

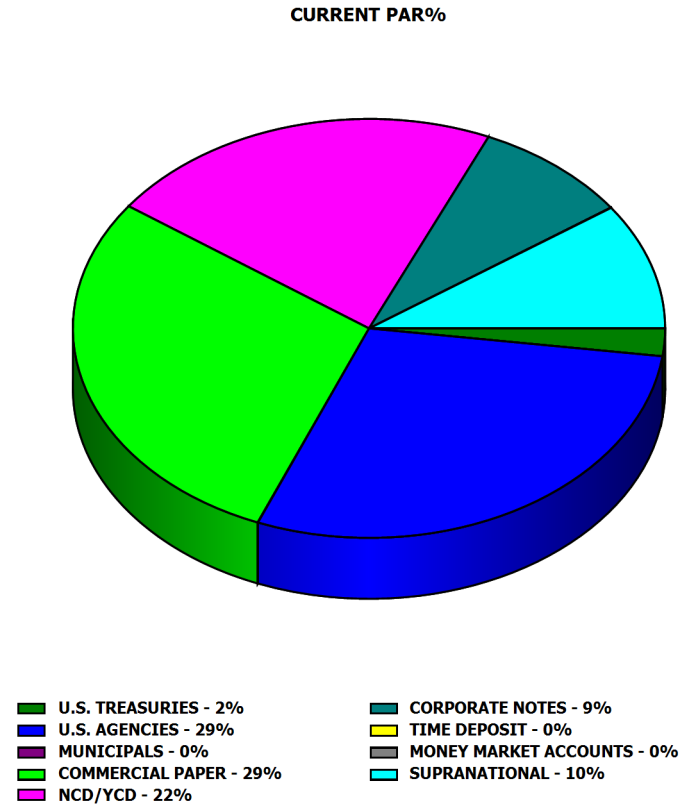
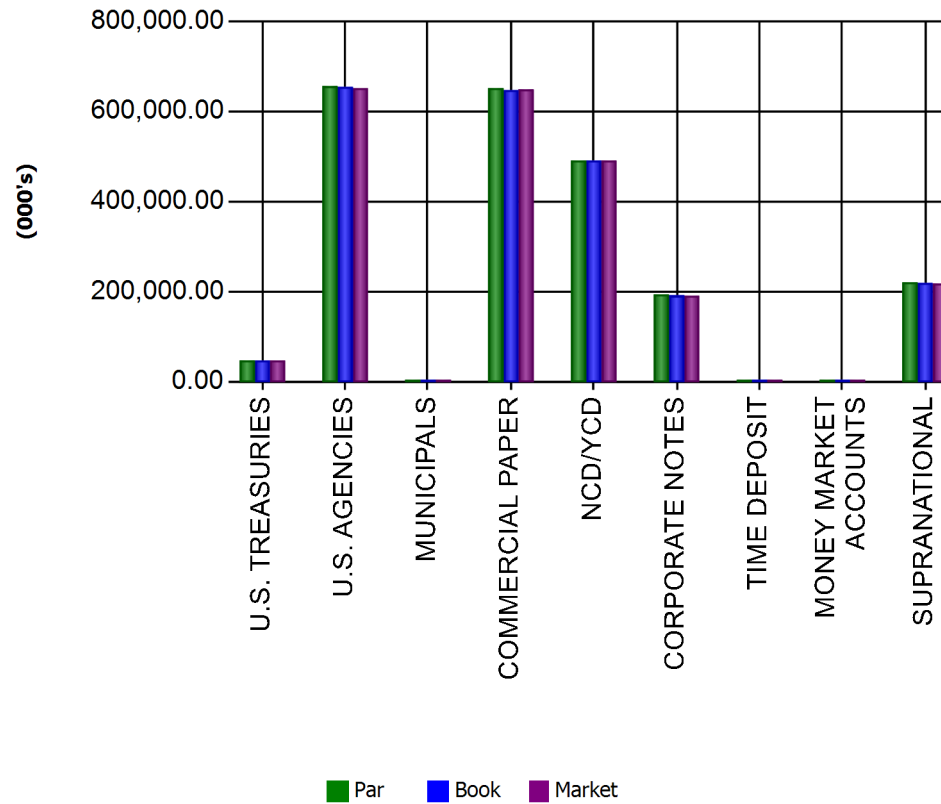
Date Basis: Settlement

Page 23

Run: 10/08/2018 02:20:52 PM

Reporting Currency: Local

Contra Costa County





601 Riverside Avenue, Jacksonville, FL 32204
Tel. 877.482.8786 | Fax. 904.357.1105 | fisglobal.com

October 3, 2018

Ms Belinda Zhu
Assistant County Treasurer
Contra Costa County
625 Court Street, Room 100
Martinez, CA 94533

Via email

Dear Ms. Zhu:

Per your request, I am confirming for you the source of the SunGard market pricing data for the quarter ending September 30, 2018.

Monthly you request pricing from three (3) pricing files that we provide, **RAPID**, **PRICES** and **MARKET**. The data within these three files is obtained from Interactive Data Corporation/ICE. The content of the **PRICES** file consists of prices for overnight repos, TDs, CDs, CPs, B/As and government discount issues other than Treasury Bills. The content of the **RAPID** file consists of prices for U.S. government issues (such as FFCBs and GNMA's) and Treasuries. The **MARKET** file consists of Corporate Bonds, Notes and Equity prices.

If you need further information, please do not hesitate to contact me at 805-509-0917 or Eric Graves at 818-425-2094.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Karen Tanaka'.

Karen Tanaka
FIS/APS2

Empowering the Financial World

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.1. PFM



Inventory by Market Value

Page 25

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 1 SUPRANATIONALS								
83859	CCCSIG SUPRA INTL B	459058GA5	08/29/2017	1.625000	750,000.00	732,345.00	914.06	0.00
			09/04/2020	1.633607	749,842.50	97.646000	IDC-FIS	-17,497.50
83862	CCCSIG SUPRA INTL B	459058FS7	08/30/2017	1.126000	450,000.00	441,414.00	1,746.47	0.00
			11/27/2019	1.572131	446,062.50	98.092000	IDC-FIS	-4,648.50
83895	CCCCD SUPRA INTL BK	45905UP32	09/19/2017	1.561000	225,000.00	219,089.25	185.37	0.00
			09/12/2020	1.643882	224,460.00	97.373000	IDC-FIS	-5,370.75
83896	CCCSIG SUPRA INTL B	45905UP32	09/19/2017	1.561000	800,000.00	778,984.00	659.09	0.00
			09/12/2020	1.643882	798,080.00	97.373000	IDC-FIS	-19,096.00
83918	CCCCD SUPRA INTL AM	4581X0CD8	10/10/2017	2.125000	750,000.00	737,722.50	6,286.46	0.00
			11/09/2020	1.814044	756,951.83	98.363000	IDC-FIS	-19,229.33
83919	CCCCD SUPRA INTL AM	4581X0CD8	10/10/2017	2.125000	220,000.00	216,398.60	1,844.03	0.00
			11/09/2020	1.814044	222,039.20	98.363000	IDC-FIS	-5,640.60
84157	CCCCD SUPRA INTL FI	45950KCM0	01/25/2018	2.250000	90,000.00	88,573.50	371.25	0.00
			01/25/2021	2.352073	89,735.40	98.415000	IDC-FIS	-1,161.90
84266	CCCSIG SUP IFC	45950VLQ7	03/16/2018	2.635000	850,000.00	842,316.00	12,131.98	0.00
			03/09/2021	2.661454	849,362.50	99.096000	IDC-FIS	-7,046.50
84267	CCCCD SUP IFC	45950VLQ7	03/16/2018	2.635000	170,000.00	168,463.20	2,426.40	0.00
			03/09/2021	2.661454	169,872.50	99.096000	IDC-FIS	-1,409.30
84365	CCCSIG SUPRA IADB	4581X0DB1	04/19/2018	2.625000	975,000.00	966,147.00	11,517.19	0.00
			04/19/2021	2.701839	972,855.00	99.092000	IDC-FIS	-6,708.00
84546	CCCCD SUPRA IBRD	459058GH0	07/25/2018	2.750000	725,000.00	720,526.75	3,655.21	0.00
			07/23/2021	2.834778	723,303.50	99.383000	IDC-FIS	-2,776.75
84548	CCCCD SUPRA IBRD	459058GH0	07/25/2018	2.750000	160,000.00	159,012.80	806.67	0.00
			07/23/2021	2.832094	159,625.60	99.383000	IDC-FIS	-612.80
			Subtotal	2.152918	6,165,000.00	6,070,992.60	42,544.18	0.00
				2.180681	6,162,190.53	98.475144		-91,197.93

Inv Type: 12 TREASURY NOTES

82786	CCCCD GOV US TREAS	912828UQ1	11/09/2015	1.250000	15,000.00	14,688.30	16.06	0.00
			02/29/2020	1.550966	14,869.36	97.922000	IDC-FIS	-181.06
82820	CCCCD GOV US TREASU	912828VF4	12/04/2015	1.375000	90,000.00	87,929.10	415.87	0.00
			05/31/2020	1.560386	89,672.17	97.699000	IDC-FIS	-1,743.07
82901	CCCCD GOV US TREASU	912828WC0	01/11/2016	1.750000	150,000.00	146,713.50	1,098.51	0.00
			10/31/2020	1.682647	150,462.89	97.809000	IDC-FIS	-3,749.39



Inventory by Market Value

Page 26

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
82933	CCCCD GOV US TREASU	912828K58	02/03/2016	1.375000	30,000.00	29,349.60	172.61	0.00
			04/30/2020	1.246765	30,081.55	97.832000	IDC-FIS	-731.95
83153	CCCCD GOV US TREASU	912828N89	05/27/2016	1.375000	100,000.00	96,668.00	231.66	0.00
			01/31/2021	1.357590	100,078.13	96.668000	IDC-FIS	-3,410.13
83187	CCCCD GOV US TREASU	912828Q78	06/29/2016	1.375000	35,000.00	33,709.55	201.40	0.00
			04/30/2021	.983665	35,626.68	96.313000	IDC-FIS	-1,917.13
83209	CCCCD GOV US TREASU	912828Q78	07/08/2016	1.375000	25,000.00	24,078.25	143.87	0.00
			04/30/2021	.971848	25,349.18	96.313000	IDC-FIS	-1,270.93
83301	CCCCD GOV US TREASU	912828B58	08/31/2016	2.125000	210,000.00	206,539.20	751.83	0.00
			01/31/2021	1.166490	215,913.80	98.352000	IDC-FIS	-9,374.60
83302	CCCCD GOV US TREASU	912828XM7	08/31/2016	1.625000	70,000.00	68,518.10	191.64	0.00
			07/31/2020	1.102671	71,022.06	97.883000	IDC-FIS	-2,503.96
83303	CCCCD GOV US TREASU	912828ND8	08/31/2016	3.500000	85,000.00	85,940.10	1,123.71	0.00
			05/15/2020	1.066340	88,812.36	101.106000	IDC-FIS	-2,872.26
83343	CCCCD GOV US TREASU	912828VF4	09/28/2016	1.375000	1,790,000.00	1,748,812.10	8,271.41	0.00
			05/31/2020	1.001277	1,814,053.13	97.699000	IDC-FIS	-65,241.03
83366	CCCCD GOV US TREASU	912828B90	10/05/2016	2.000000	370,000.00	362,585.20	633.70	0.00
			02/28/2021	1.149627	383,470.31	97.996000	IDC-FIS	-20,885.11
83425	CCCCD GOV US TREAS	912828WY2	11/23/2016	2.250000	25,000.00	24,570.25	94.77	0.00
			07/31/2021	1.775275	25,342.78	98.281000	IDC-FIS	-772.53
83468	CCCSIG GOV US TREAS	912828H52	12/05/2016	1.250000	1,510,000.00	1,480,751.30	3,180.22	0.00
			01/31/2020	1.497931	1,503,280.55	98.063000	IDC-FIS	-22,529.25
83469	CCCCD GOV US TREAS	912828D72	12/05/2016	2.000000	365,000.00	356,075.75	625.14	0.00
			08/31/2021	1.921700	365,916.79	97.555000	IDC-FIS	-9,841.04
83479	CCCCD GOV US TREASU	912828K58	12/09/2016	1.375000	5,000,000.00	4,891,600.00	28,770.38	0.00
			04/30/2020	1.500519	4,979,296.88	97.832000	IDC-FIS	-87,696.88
83480	CCCCD GOV US TREASU	912828G95	12/09/2016	1.625000	3,275,000.00	3,231,246.00	13,449.30	0.00
			12/31/2019	1.391995	3,297,771.48	98.664000	IDC-FIS	-66,525.48
83531	CCCSIG GOV US TREAS	912828H52	01/05/2017	1.250000	3,610,000.00	3,540,074.30	7,642.81	0.00
			01/31/2020	1.513863	3,594,601.25	98.063000	IDC-FIS	-54,526.95
83639	CCCSIG GOV US TREAS	912828J84	03/17/2017	1.375000	1,975,000.00	1,934,887.75	74.60	0.00
			03/31/2020	1.704769	1,955,790.04	97.969000	IDC-FIS	-20,902.29
83640	CCCCD GOV US TREASU	912828Q37	03/17/2017	1.250000	75,000.00	72,108.75	2.58	0.00
			03/31/2021	1.988274	73,429.71	96.145000	IDC-FIS	-1,320.96
83641	CCCCD GOV US TREASU	912828J43	03/17/2017	1.750000	90,000.00	86,632.20	134.88	0.00
			02/28/2022	2.144211	88,696.53	96.258000	IDC-FIS	-2,064.33
83669	CCCCD GOV US TREASU	912828F96	04/05/2017	2.000000	365,000.00	355,462.55	3,054.89	0.00



Inventory by Market Value

Page 27

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			10/31/2021	1.857459	367,266.99	97.387000	IDC-FIS	-11,804.44
83736	CCCSIG GOV US TREAS	912828XE5	05/09/2017	1.500000	1,285,000.00	1,258,092.10	6,477.66	0.00
			05/31/2020	1.560250	1,282,909.93	97.906000	IDC-FIS	-24,817.83
83808	CCCSIG GOV US TREAS	912828XH8	06/28/2017	1.625000	75,000.00	73,494.00	307.99	0.00
			06/30/2020	1.502249	75,249.40	97.992000	IDC-FIS	-1,755.40
83814	CCCSIG GOV US TREAS	912828XM7	07/07/2017	1.625000	3,170,000.00	3,102,891.10	8,678.74	0.00
			07/31/2020	1.606525	3,171,733.59	97.883000	IDC-FIS	-68,842.49
83815	CCCCD GOV US TREASU	912828R77	07/07/2017	1.375000	295,000.00	283,707.40	1,363.17	0.00
			05/31/2021	1.805242	290,240.82	96.172000	IDC-FIS	-6,533.42
83820	CCCCD GOV US TREASU	912828V72	07/12/2017	1.875000	220,000.00	212,808.20	694.97	0.00
			01/31/2022	1.908201	219,682.03	96.731000	IDC-FIS	-6,873.83
83840	CCCSIG GOV US TREAS	912828L32	08/03/2017	1.375000	650,000.00	632,580.00	765.37	0.00
			08/31/2020	1.514468	647,283.20	97.320000	IDC-FIS	-14,703.20
83884	CCCSIG GOV US TREAS	912828L32	09/01/2017	1.375000	2,100,000.00	2,043,720.00	2,472.72	0.00
			08/31/2020	1.441812	2,095,898.44	97.320000	IDC-FIS	-52,178.44
83912	CCCSIG GOV US TREAS	912828L99	10/05/2017	1.375000	800,000.00	776,472.00	4,603.26	0.00
			10/31/2020	1.643376	793,593.75	97.059000	IDC-FIS	-17,121.75
83954	CCCSIG GOV US TREAS	912828M98	11/03/2017	1.625000	990,000.00	964,745.10	5,406.45	0.00
			11/30/2020	1.762521	985,939.45	97.449000	IDC-FIS	-21,194.35
83962	CCCSIG GOV US TREAS	912828M98	11/06/2017	1.625000	1,000,000.00	974,490.00	5,469.75	0.00
			11/30/2020	1.773455	995,585.94	97.449000	IDC-FIS	-21,095.94
84046	CCCCD GOV US TREASU	912828W89	12/06/2017	1.875000	495,000.00	478,021.50	25.50	0.00
			03/31/2022	2.130845	489,798.63	96.570000	IDC-FIS	-11,777.13
84088	CCCSIG GOV US TREAS	912828N48	12/11/2017	1.750000	1,500,000.00	1,464,375.00	6,633.83	0.00
			12/31/2020	1.937773	1,491,679.69	97.625000	IDC-FIS	-27,304.69
84120	CCCSIG GOV US TRESU	912828N89	01/04/2018	1.375000	2,600,000.00	2,513,368.00	6,023.10	0.00
			01/31/2021	2.033644	2,549,218.75	96.668000	IDC-FIS	-35,850.75
84121	CCCCD GOV US TREASU	912828W89	01/04/2018	1.875000	220,000.00	212,454.00	11.33	0.00
			03/31/2022	2.178392	217,310.16	96.570000	IDC-FIS	-4,856.16
84224	CCCCD GOV US TREASU	912828F96	03/05/2018	2.000000	175,000.00	170,427.25	1,464.67	0.00
			10/31/2021	2.475285	172,108.40	97.387000	IDC-FIS	-1,681.15
84391	CCCCD GOV US TREASU	9128283C2	05/04/2018	2.000000	230,000.00	221,770.60	1,925.00	0.00
			10/31/2022	2.795864	222,377.34	96.422000	IDC-FIS	-556.74
84423	CCCSIG GOV US TREAS	912828WN6	05/22/2018	2.000000	820,000.00	801,681.20	5,511.48	0.00
			05/31/2021	2.744936	802,382.81	97.766000	IDC-FIS	-701.61
84473	CCCSIG GOV US TREAS	912828WR7	06/06/2018	2.125000	1,780,000.00	1,744,756.00	9,559.04	0.00
			06/30/2021	2.643910	1,752,952.34	98.020000	IDC-FIS	-8,196.34



Inventory by Market Value

Page 28

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
84474	CCCCD GOV US TREASU	912828L57	06/06/2018	1.750000	205,000.00	195,895.95	3.73	0.00
			09/30/2022	2.759560	196,631.84	95.559000	IDC-FIS	-735.89
84519	CCCCD GOV US TREASU	912828P79	07/05/2018	1.500000	195,000.00	183,407.25	250.48	0.00
			02/28/2023	2.741166	184,488.28	94.055000	IDC-FIS	-1,081.03
84531	CCCSIG GOV US TREAS	912828WY2	07/06/2018	2.250000	1,300,000.00	1,277,653.00	4,927.99	0.00
			07/31/2021	2.665911	1,284,156.25	98.281000	IDC-FIS	-6,503.25
84561	CCCCD US TREASURY N	912828W89	08/03/2018	1.875000	115,000.00	111,055.50	5.91	0.00
			03/31/2022	2.824938	111,226.56	96.570000	IDC-FIS	-171.06
84580	CCCSIG GOV US TREAS	9128283X6	08/30/2018	2.250000	1,310,000.00	1,291,738.60	3,764.47	0.00
			02/15/2021	2.679261	1,297,896.74	98.606000	IDC-FIS	-4,956.71
84586	CCCCD GOV US TREASU	912828W89	09/06/2018	1.875000	280,000.00	270,396.00	14.42	0.00
			03/31/2022	2.748783	271,742.19	96.570000	IDC-FIS	-1,346.19
84591	CCCSIG GOV US TREAS	9128284W7	09/07/2018	2.750000	450,000.00	448,330.50	1,580.51	0.00
			08/15/2021	2.720393	451,142.58	99.629000	IDC-FIS	-2,038.64
84621	CCCSIG GOV US TREAS	9128285A4	09/20/2018	2.750000	1,135,000.00	1,130,698.35	1,379.56	309.29
			09/15/2021	2.892892	1,130,820.17	99.621000	IDC-FIS	0.00
84626	CCCSIG GOV US TREAS	9128285A4	09/21/2018	2.750000	2,000,000.00	1,992,420.00	2,430.94	466.87
			09/15/2021	2.891621	1,992,864.73	99.621000	IDC-FIS	0.00
Subtotal				1.675811	44,655,000.00	43,710,388.45	152,033.88	776.16
				1.842590	44,447,718.63	97.884646		-734,738.76

Inv Type: 22 FEDERAL HOME LOAN BANKS

83166	CCCCD GOV FHLB GLOB	3130A8DB6	06/09/2016	1.125000	2,365,000.00	2,340,971.60	7,390.64	0.00
			06/21/2019	1.017963	2,372,544.35	98.984000	IDC-FIS	-31,572.75
83332	CCCCD GOV FHLB GLOB	3130A9EP2	09/21/2016	1.000000	1,900,000.00	1,869,220.00	263.89	0.00
			09/26/2019	1.062882	1,896,466.00	98.380000	IDC-FIS	-27,246.00
83481	CCCCD GOV FHLB GLOB	3130AAE46	12/09/2016	1.250000	2,650,000.00	2,642,156.00	6,901.07	0.00
			01/16/2019	1.225506	2,651,291.67	99.704000	IDC-FIS	-9,135.67
83514	CCCCD GOV FHLB NOTE	3130AAE46	12/20/2016	1.250000	2,025,000.00	2,019,006.00	5,273.44	0.00
			01/16/2019	1.344369	2,021,112.00	99.704000	IDC-FIS	-2,106.00
83631	CCCCD GOV FHLB NOTE	3130AAE46	03/07/2017	1.250000	2,415,000.00	2,407,851.60	6,289.06	0.00
			01/16/2019	1.343248	2,410,870.35	99.704000	IDC-FIS	-3,018.75
83772	CCCCD GOV FHLB NOTE	3130ABF92	05/31/2017	1.375000	2,000,000.00	1,985,260.00	9,395.83	0.00
			05/28/2019	1.369154	2,000,220.00	99.263000	IDC-FIS	-14,960.00
83892	CCCCD GOV FHLB NOTE	3130ACE26	09/08/2017	1.375000	175,000.00	170,073.75	20.05	0.00
			09/28/2020	1.482926	174,438.25	97.185000	IDC-FIS	-4,364.50



Inventory by Market Value

Page 29

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Subtotal				1.213122	13,530,000.00	13,434,538.95	35,533.98	0.00
				1.229610	13,526,942.62	99.294449		-92,403.67

Inv Type: 23 FEDERAL NATIONAL MORTGAGE ASSO

82909	CCCCD GOV FNMA BENC	3135G0H63	01/13/2016	1.375000	6,660,000.00	6,639,620.40	16,025.62	0.00
			01/28/2019	1.309114	6,673,053.60	99.694000	IDC-FIS	-33,433.20
83274	CCCSIG GOV FNMA BEN	3135G0N33	08/02/2016	.875000	1,920,000.00	1,893,062.40	2,753.33	0.00
			08/02/2019	.931917	1,916,774.40	98.597000	IDC-FIS	-23,712.00
83289	CCCCD GOV FNMA NOTE	3135G0N82	08/19/2016	1.250000	140,000.00	133,733.60	213.89	0.00
			08/17/2021	1.334096	139,433.00	95.524000	IDC-FIS	-5,699.40
83290	CCCCD GOV FNMA NOTE	3135G0N82	08/19/2016	1.250000	45,000.00	42,985.80	68.75	0.00
			08/17/2021	1.321009	44,846.06	95.524000	IDC-FIS	-1,860.26
83295	CCCCD GOV FNMA NOTE	3135G0N82	08/31/2016	1.250000	260,000.00	248,362.40	397.22	0.00
			08/17/2021	1.337550	258,910.60	95.524000	IDC-FIS	-10,548.20
83305	CCCSIG GOV FNMA NOT	3135G0P49	09/02/2016	1.000000	1,725,000.00	1,700,142.75	1,581.25	0.00
			08/28/2019	1.053166	1,722,506.50	98.559000	IDC-FIS	-22,363.75
83335	CCCCD GOV FNMA NOTE	3135G0P49	09/23/2016	1.000000	1,995,000.00	1,966,252.05	1,828.74	0.00
			08/28/2019	1.020798	1,993,803.00	98.559000	IDC-FIS	-27,550.95
83340	CCCCD GOV FNMA NOTE	3135G0P49	09/28/2016	1.000000	1,820,000.00	1,793,773.80	1,668.32	0.00
			08/28/2019	.994725	1,820,273.00	98.559000	IDC-FIS	-26,499.20
83618	CCCSIG GOV FNMA NOT	3135G0T29	02/28/2017	1.500000	850,000.00	835,465.00	1,168.75	0.00
			02/28/2020	1.521905	849,456.00	98.290000	IDC-FIS	-13,991.00
83619	CCCCD GOV FNMA NOTE	3135G0T29	02/28/2017	1.500000	25,000.00	24,572.50	34.38	0.00
			02/28/2020	1.521905	24,989.04	98.290000	IDC-FIS	-416.54
83647	CCCCD GOV FNMA NOTE	3135G0N33	03/21/2017	.875000	3,400,000.00	3,352,298.00	4,875.69	2,244.00
			08/02/2019	1.509791	3,350,054.00	98.597000	IDC-FIS	0.00
83812	CCCCD GOV FNMA NOTE	3135G0S38	06/29/2017	2.000000	300,000.00	291,339.00	1,433.33	0.00
			01/05/2022	1.851838	301,917.00	97.113000	IDC-FIS	-10,578.00
83837	CCCCD GOV FNMA NOTE	3135G0T60	08/01/2017	1.500000	55,000.00	53,748.20	139.80	0.00
			07/30/2020	1.603953	54,887.58	97.724000	IDC-FIS	-1,139.38
84343	CCCCD FNMA NOTES	3135G0U27	04/13/2018	2.500000	110,000.00	108,881.30	1,283.33	0.00
			04/13/2021	2.551908	109,836.10	98.983000	IDC-FIS	-954.80
Subtotal				1.149848	19,305,000.00	19,084,237.20	33,472.40	2,244.00
				1.250720	19,260,739.88	98.856448		-178,746.68



Inventory by Market Value

Page 30

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Inv Type: 26 AGENCY MBS FXD-M 30/360								
82778	CCCCD MBS FNMA SRS	3136AQDQ0	10/30/2015	1.646000	22,132.15	22,353.77	30.36	0.00
			09/25/2019	1.382287	22,353.77	101.001349	BOOK	0.00
82814	CCCCD MBS FNMA SRS	3136AQSW1	11/30/2015	1.898080	3,665.16	3,701.81	5.80	0.00
			01/25/2019	1.572772	3,701.81	100.999956	BOOK	0.00
83093	CCCCD MBS FHLMC SRS	3137BNN26	04/28/2016	1.780000	15,900.03	16,058.65	23.59	0.00
			07/25/2019	1.464707	16,058.65	100.997608	BOOK	0.00
83189	CCCSIG MBS FNMA SRS	3136ASPX8	06/30/2016	1.785000	43,670.82	44,107.51	64.96	0.00
			06/25/2019	1.442671	44,107.51	100.999958	BOOK	0.00
84321	CCCCD MBS FHMS K721	3137BM6P6	04/09/2018	3.090000	100,000.00	100,851.56	257.50	0.00
			08/25/2022	2.882712	100,851.56	100.851560	BOOK	0.00
84376	CCCCD MBS FNMA 2018	3136B1XP4	04/30/2018	3.560000	94,410.11	96,288.03	576.75	0.00
			09/25/2021	2.944966	96,288.03	101.989109	BOOK	0.00
			Subtotal	2.842850	279,778.27	283,361.33	958.96	0.00
				2.463873	283,361.33	101.280678		0.00

Inv Type: 29 FHLMC NOTES

82996	CCCCD GOV FHLMC NOT	3137EADZ9	03/22/2016	1.125000	6,000,000.00	5,957,580.00	31,125.00	0.00
			04/15/2019	1.131578	5,998,800.00	99.293000	IDC-FIS	-41,220.00
83217	CCCSIG GOV FHLMC RE	3137EABE1	07/20/2016	.875000	1,080,000.00	1,065,787.20	1,890.01	0.00
			07/19/2019	.957100	1,079,280.90	98.684000	IDC-FIS	-13,493.70
83324	CCCCD GOV FHLMC REF	3137EAED7	09/19/2016	.875000	1,950,000.00	1,949,239.50	8,009.91	429.00
			10/12/2018	.904812	1,948,810.50	99.961000	IDC-FIS	0.00
83341	CCCCD GOV FHLMC REF	3137EAED7	09/28/2016	.875000	1,825,000.00	1,824,288.25	7,496.45	0.00
			10/12/2018	.868436	1,825,219.00	99.961000	IDC-FIS	-930.75
83529	CCCCD GOV FHLMC NOT	3137EACA5	01/04/2017	3.750000	1,860,000.00	1,872,145.80	775.00	0.00
			03/27/2019	1.329015	1,958,617.20	100.653000	IDC-FIS	-86,471.40
			Subtotal	1.431621	12,715,000.00	12,669,040.75	49,296.37	429.00
				1.075077	12,810,727.60	99.638543		-142,115.85

Inv Type: 49 CORP ABS FXD-M 30/360

83650	CCCSIG ABS CORP CNH	12636WAB2	03/22/2017	1.640000	172,883.87	172,877.23	126.02	0.00
			07/15/2020	1.642287	172,877.23	99.996159	BOOK	0.00
83769	CCCSIG ABS AMEX CRE	02582JHG8	05/30/2017	1.640000	265,000.00	264,957.55	193.16	0.00



Inventory by Market Value

Page 31

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			12/15/2021	1.647074	264,957.55	99.983981	BOOK	0.00
83825	CCCSIG ABS JOHN DEE	47788BAD6	07/18/2017	1.820000	225,000.00	224,983.53	182.00	0.00
			10/15/2021	1.823435	224,983.53	99.992680	BOOK	0.00
84207	CCCSIG JDOT 2018 CO	47788CAC6	02/28/2018	2.660000	190,000.00	189,986.34	224.62	0.00
			04/18/2022	2.663481	189,986.34	99.992811	BOOK	0.00
			Subtotal	1.914721	852,883.87	852,804.65	725.80	0.00
				1.919064	852,804.65	99.990712		0.00

Inv Type: 50 AUTO ABS FXD-M 30/360

82964	CCCSIG ABS TOYOTA C	89237KAD5	03/02/2016	1.250000	195,446.03	195,434.94	108.58	0.00
			03/16/2020	1.252803	195,434.94	99.994326	BOOK	0.00
83008	CCCSIG ABS HYUNDAI	44930UAD8	03/30/2016	1.560000	154,902.77	154,872.72	107.40	0.00
			09/15/2020	1.568722	154,872.72	99.980601	BOOK	0.00
83091	CCCSIG ABS CORP NIS	65478VAD9	04/27/2016	1.320000	132,780.68	132,760.07	77.90	0.00
			01/15/2021	1.326574	132,760.07	99.984478	BOOK	0.00
83281	CCCSIG ABS TOYOTA A	89237WAD9	08/10/2016	1.140000	149,612.79	149,608.78	75.80	0.00
			08/17/2020	1.141339	149,608.78	99.997320	BOOK	0.00
83333	CCCSIG ABS HYUNDAI	44891EAC3	09/21/2016	1.290000	430,836.47	430,778.48	247.01	0.00
			04/15/2021	1.295868	430,778.48	99.986540	BOOK	0.00
83571	CCCSIG ABS FORDO 20	34531EAD8	01/25/2017	1.670000	575,000.00	574,997.87	426.78	0.00
			06/15/2021	1.670159	574,997.87	99.999630	BOOK	0.00
83586	CCCSIG ABS ALLY AUT	02007PAC7	01/31/2017	1.700000	95,535.36	95,527.00	72.18	0.00
			06/15/2021	1.704009	95,527.00	99.991249	BOOK	0.00
83658	CCCSIG ABS ALLY AUT	02007HAC5	03/29/2017	1.780000	680,000.00	679,919.83	537.96	0.00
			08/16/2021	1.785395	679,919.83	99.988210	BOOK	0.00
83659	CCCSIG ABS HYUNDAI	44931PAD8	03/29/2017	1.760000	365,000.00	364,970.47	285.51	0.00
			08/16/2021	1.763698	364,970.47	99.991910	BOOK	0.00
83750	CCCSIG ABS TOTOTA A	89190BAD0	05/17/2017	1.760000	675,000.00	674,948.23	528.00	0.00
			07/15/2021	1.763665	674,948.23	99.992330	BOOK	0.00
83855	CCCSIG ABS NAROT 20	65478GAD2	08/23/2017	1.750000	500,000.00	499,972.05	388.89	0.00
			10/15/2021	1.752684	499,972.05	99.994410	BOOK	0.00
83939	CCCSIG ABS CARMAX 2	14314RAH5	10/25/2017	1.800000	187,680.54	187,666.77	150.14	0.00
			04/15/2021	1.804194	187,666.77	99.992663	BOOK	0.00
83973	CCCSIG ABS TAOT 201	89238KAD4	11/15/2017	1.930000	225,000.00	224,979.26	193.10	0.00
			01/18/2022	1.934403	224,979.26	99.990782	BOOK	0.00
84175	CCCCD ABS ALLYA 201	02007MAE0	01/31/2018	2.350000	110,000.00	109,987.28	114.90	0.00



Inventory by Market Value

Page 32

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			06/15/2022	2.355239	109,987.28	99.988436	BOOK	0.00
84176	CCCSIG ABS ALLYA 20	02007MAE0	01/31/2018	2.350000	265,000.00	264,969.37	276.84	0.00
			06/15/2022	2.355236	264,969.37	99.988442	BOOK	0.00
84177	FIXING INTEREST REC	89238BAD4	01/31/2018	2.350000	100,000.00	99,998.85	104.44	0.00
			05/16/2022	2.396566	99,998.85	99.998850	BOOK	0.00
84405	CCCSIG ABS HART 201	44891KAD7	04/18/2018	2.790000	130,000.00	129,980.42	161.20	0.00
			07/15/2022	2.797121	129,980.42	99.984938	BOOK	0.00
84409	CCCCD ABS TOYOTA 20	89238TAD5	05/16/2018	2.960000	100,000.00	99,998.51	131.56	0.00
			09/15/2022	2.960687	99,998.51	99.998510	BOOK	0.00
84422	CCCSIG ABS FORDO 20	34528FAD0	05/22/2018	3.030000	225,000.00	224,963.62	303.00	0.00
			11/15/2022	3.037269	224,963.62	99.983831	BOOK	0.00
84510	CCCCD ABS ALLYA 201	02007JAC1	06/27/2018	3.000000	110,000.00	109,992.48	146.67	0.00
			01/17/2023	3.003013	109,992.48	99.993164	BOOK	0.00
84535	CCCSIG ABS GMCAR 20	36255JAD6	07/18/2018	3.020000	250,000.00	249,941.70	314.58	0.00
			05/16/2023	3.029757	249,941.70	99.976680	BOOK	0.00
84540	CCCSIG ABS CARMX 20	14313FAD1	07/25/2018	3.130000	200,000.00	199,972.74	278.22	0.00
			06/15/2023	3.135636	199,972.74	99.986370	BOOK	0.00
84541	CCCSIG ABS MBART 20	58772RAD6	07/25/2018	3.030000	410,000.00	409,984.26	552.13	0.00
			01/17/2023	3.031706	409,984.26	99.996161	BOOK	0.00
84542	CCCCD ABS NAROT 201	65479GAD1	07/25/2018	3.060000	65,000.00	64,997.89	88.40	0.00
			03/15/2023	3.061387	64,997.89	99.996754	BOOK	0.00
84544	CCCCD ABS MBART 201	58772RAD6	07/25/2018	3.030000	70,000.00	69,997.31	94.27	0.00
			01/17/2023	3.031708	69,997.31	99.996157	BOOK	0.00
84628	CCCSIG ABS FORDL 20	34531LAD2	09/21/2018	3.190000	240,000.00	239,979.72	212.67	0.00
			12/15/2021	3.195186	239,979.72	99.991550	BOOK	0.00
84632	CCCSIG ABS GMALT 20	36256GAD1	09/26/2018	3.180000	175,000.00	174,986.18	77.29	0.00
			06/21/2021	3.199086	174,986.18	99.992103	BOOK	0.00
			Subtotal	2.103799	6,816,794.64	6,816,186.80	6,055.42	0.00
				2.108967	6,816,186.80	99.991083		0.00

Inv Type: 53 CREDIT ABS FXD-SA 30/360

83573	CCCSIG ABS CITIBANK	17305EGA7	01/26/2017	1.740000	195,000.00	194,976.50	697.45	0.00
			01/19/2021	1.748687	194,976.50	99.987949	BOOK	0.00
84172	CCCSIG ABS CCCIT 20	17305EGK5	01/31/2018	2.490000	350,000.00	349,951.56	1,718.79	0.00
			01/20/2023	2.495080	349,951.56	99.986160	BOOK	0.00
			Subtotal	2.221648	545,000.00	544,928.06	2,416.24	0.00



Inventory by Market Value

Page 33

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
				2.228019	544,928.06	99.986800		0.00

Inv Type: 72 NEGOTIABLE CERT OF DEPOSIT

83555	CCCCD YCD SVENSKA H	86958JHB8	01/12/2017	1.890000	2,350,000.00	2,347,753.25	10,240.13	0.00
			01/10/2019	1.890000	2,350,000.00	99.904394	IDC-FIS	-2,246.75
83675	CCCCD YCD BK OF NOV	06417GUE6	04/06/2017	1.910000	1,935,000.00	1,929,610.71	18,376.60	0.00
			04/05/2019	1.910000	1,935,000.00	99.721484	IDC-FIS	-5,389.29
83678	CCCCD YCD BK OF NOV	06417GUE6	04/06/2017	1.910000	100,000.00	99,721.48	949.70	0.00
			04/05/2019	1.910000	100,000.00	99.721484	IDC-FIS	-278.52
83733	CCCCD YCD SUMITOMO	86563YVN0	05/04/2017	2.050000	250,000.00	249,434.80	2,149.65	0.00
			05/03/2019	2.050000	250,000.00	99.773920	IDC-FIS	-565.20
83841	CCCSIG YCD SKANDNV	83050FXT3	08/04/2017	1.840000	1,625,000.00	1,615,173.54	4,983.34	0.00
			08/02/2019	1.859877	1,624,366.25	99.395295	IDC-FIS	-9,192.71
83976	CCCSIG YCD SWEDBANK	87019U6D6	11/17/2017	2.270000	800,000.00	800,000.00	6,961.33	0.00
			11/16/2020	2.270000	800,000.00	100.000000	BOOK	0.00
83977	CCCCD YCD SWEDBANK	87019U6D6	11/17/2017	2.270000	225,000.00	225,000.00	1,957.88	0.00
			11/16/2020	2.270000	225,000.00	100.000000	BOOK	0.00
84188	CCCCD CREDIT SUISSE	22549LFR1	02/08/2018	2.670000	110,000.00	110,000.00	1,917.21	0.00
			02/07/2020	2.670000	110,000.00	100.000000	BOOK	0.00
84192	CCCSIG CREDIT SUISS	22549LFR1	02/08/2018	2.670000	755,000.00	755,000.00	13,159.02	0.00
			02/07/2020	2.670000	755,000.00	100.000000	BOOK	0.00
84196	CCCSIG NORDEA BANK	65590ASN7	02/22/2018	2.720000	800,000.00	800,000.00	2,599.11	0.00
			02/20/2020	2.720000	800,000.00	100.000000	BOOK	0.00
84197	CCCSIG NORDEA BANK	65590ASN7	02/22/2018	2.720000	170,000.00	170,000.00	552.31	0.00
			02/20/2020	2.720000	170,000.00	100.000000	BOOK	0.00
84246	CCCSIG YCD UBS AG S	90275DHG8	03/06/2018	2.900000	1,200,000.00	1,200,000.00	2,610.00	0.00
			03/02/2020	2.900000	1,200,000.00	100.000000	BOOK	0.00
84327	CCCSIG YCD CREDIT A	22532XHT8	04/10/2018	2.737458	800,000.00	800,000.00	5,049.09	0.00
			04/10/2020	2.737458	800,000.00	100.000000	BOOK	0.00
84328	CCCSIG YCD CANADIAN	13606BVF0	04/10/2018	2.807461	800,000.00	800,000.00	5,178.21	0.00
			04/10/2020	2.807461	800,000.00	100.000000	BOOK	0.00
			Subtotal	2.266926	11,920,000.00	11,901,693.78	76,683.58	0.00
				2.269635	11,919,366.25	99.846424		-17,672.47

Inv Type: 74 CERT OF DEPOSIT MEDIUM TERM

83904	CCCCD YCD BK OF TOK	06539RGM3	09/27/2017	2.070000	115,000.00	112,064.18	39.68	0.00
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Inventory by Market Value

Page 34

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			09/25/2019	2.070000	115,000.00	97.447111	IDC-FIS	-2,935.82
83905	CCCSIG YCD BK OF TO	06539RGM3	09/27/2017	2.070000	800,000.00	779,576.89	276.00	0.00
			09/25/2019	2.070000	800,000.00	97.447111	IDC-FIS	-20,423.11
84476	CCCSIG YCD BANK OF	06417GU22	06/07/2018	3.080000	800,000.00	799,696.00	7,939.56	0.00
			06/05/2020	3.111737	799,696.00	99.962000	BOOK	0.00
84477	CCCCD YCD BANK OF N	06417GU22	06/07/2018	3.080000	150,000.00	149,943.00	1,488.67	0.00
			06/05/2020	3.111737	149,943.00	99.962000	BOOK	0.00
84486	CCCSIG ROYAL BANK O	78012UEE1	06/08/2018	3.240000	1,000,000.00	1,000,000.00	10,350.00	0.00
			06/07/2021	3.240000	1,000,000.00	100.000000	BOOK	0.00
84559	CCCCD YCD BANK OF M	06370REU9	08/03/2018	3.190000	175,000.00	175,000.00	914.91	0.00
			08/03/2020	3.190000	175,000.00	100.000000	BOOK	0.00
84560	CCCSIG YCD BANK OF	06370REU9	08/03/2018	3.190000	775,000.00	775,000.00	4,051.74	0.00
			08/03/2020	3.190000	775,000.00	100.000000	BOOK	0.00
			Subtotal	2.907074	3,815,000.00	3,791,280.07	25,060.56	0.00
				2.914975	3,814,639.00	99.378246		-23,358.93

Inv Type: 75 CORPORATE NOTES

82513	CCCCD CORP GENERAL	36962G4D3	04/15/2015	6.000000	100,000.00	102,591.00	900.00	0.00
			08/07/2019	1.743001	117,603.00	102.591000	IDC-FIS	-15,012.00
82713	CCCCD CORP PFIZER I	717081DL4	09/29/2015	2.100000	1,960,000.00	1,954,688.40	15,549.33	0.00
			05/15/2019	1.748923	1,984,068.80	99.729000	IDC-FIS	-29,380.40
82716	CCCCD CORP MICROSOFT	594918AC8	09/29/2015	4.200000	1,400,000.00	1,413,496.00	19,600.00	0.00
			06/01/2019	1.599996	1,529,290.00	100.964000	IDC-FIS	-115,794.00
82717	CCCCD CORP US BANCO	91159HHH6	09/29/2015	2.200000	1,950,000.00	1,945,144.50	18,590.00	0.00
			04/25/2019	1.710407	1,982,935.50	99.751000	IDC-FIS	-37,791.00
82718	CCCCD CORP CISCO SY	17275RAE2	09/29/2015	4.950000	1,795,000.00	1,810,544.70	11,353.38	0.00
			02/15/2019	1.739996	1,983,187.80	100.866000	IDC-FIS	-172,643.10
82719	CCCCD CORP BB&T CAL	05531FAQ6	09/29/2015	2.250000	1,960,000.00	1,957,824.40	7,350.00	0.00
			02/01/2019	1.927457	1,980,325.20	99.889000	IDC-FIS	-22,500.80
83177	CCCCD CORP JP MORGAN	48127HAA7	06/22/2016	2.200000	1,100,000.00	1,092,487.00	10,688.33	0.00
			10/22/2019	1.726909	1,116,775.00	99.317000	IDC-FIS	-24,288.00
83269	CCCCD CORP MORGAN S	61746BDX1	07/26/2016	2.450000	1,930,000.00	1,928,726.20	7,880.83	0.00
			02/01/2019	1.672940	1,966,766.50	99.934000	IDC-FIS	-38,040.30
83286	CCCSIG CORP BERKSH	084664CK5	08/15/2016	1.300000	375,000.00	370,477.50	622.92	0.00
			08/15/2019	1.333092	374,636.25	98.794000	IDC-FIS	-4,158.75
83307	CCCCD CORP WELLS FA	949746RS2	09/02/2016	2.500000	240,000.00	235,053.60	450.00	0.00



Inventory by Market Value

Page 35

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			03/04/2021	1.900017	246,189.60	97.939000	IDC-FIS	-11,136.00
83309	CCCCD CORP JP MORG	46625HHS2	09/02/2016	4.400000	225,000.00	229,743.00	1,897.50	0.00
			07/22/2020	1.922970	245,783.25	102.108000	IDC-FIS	-16,040.25
83325	CCCSIG CORP CISCO S	17275RBG6	09/20/2016	1.400000	795,000.00	784,617.30	340.08	0.00
			09/20/2019	1.437937	794,117.55	98.694000	IDC-FIS	-9,500.25
83380	CCCSIG CORP TOYOTA	89236TDH5	10/18/2016	1.550000	510,000.00	503,247.60	3,579.21	0.00
			10/18/2019	1.567127	509,745.00	98.676000	IDC-FIS	-6,497.40
83423	CCCSIG CORP PFIZER	717081EB5	11/21/2016	1.700000	845,000.00	833,626.30	4,229.69	0.00
			12/15/2019	1.724022	844,391.60	98.654000	IDC-FIS	-10,765.30
83589	CCCCD CORP MORGAN S	61747YDW2	02/03/2017	2.650000	240,000.00	238,461.60	1,130.67	0.00
			01/27/2020	2.393173	241,764.00	99.359000	IDC-FIS	-3,302.40
83595	CCCSIG CORP APPLE I	037833CK4	02/09/2017	1.900000	600,000.00	592,926.00	1,710.00	0.00
			02/07/2020	1.916933	599,706.00	98.821000	IDC-FIS	-6,780.00
83625	CCCCD CORP AMERICAN	0258M0EE5	03/03/2017	2.200000	170,000.00	168,096.00	290.89	0.00
			03/03/2020	2.236036	169,823.20	98.880000	IDC-FIS	-1,727.20
83668	CCCSIG CORP CHEVRON	166764BP4	04/05/2017	1.991000	1,075,000.00	1,061,605.50	1,664.69	0.00
			03/03/2020	1.873043	1,078,569.00	98.754000	IDC-FIS	-16,963.50
83709	CCCCD CORP TOYOTA M	89236TDU6	04/17/2017	1.950000	150,000.00	147,735.00	1,332.50	0.00
			04/17/2020	1.965865	149,931.00	98.490000	IDC-FIS	-2,196.00
83739	CCCSIG CORP APPLE I	037833CS7	05/11/2017	1.800000	530,000.00	521,127.80	3,710.00	0.00
			05/11/2020	1.835100	529,459.40	98.326000	IDC-FIS	-8,331.60
83793	CCCSIG CORP WALT DI	25468PDU7	06/06/2017	1.800000	850,000.00	833,926.50	4,930.00	0.00
			06/05/2020	1.839965	849,014.00	98.109000	IDC-FIS	-15,087.50
83801	CCCSIG CORP JPMORGA	46625HKA7	06/20/2017	2.250000	400,000.00	395,908.00	1,700.00	0.00
			01/23/2020	2.099428	401,508.00	98.977000	IDC-FIS	-5,600.00
83824	CCCSIG CORP AMERI H	02665WBT7	07/20/2017	1.950000	505,000.00	494,900.00	1,942.15	0.00
			07/20/2020	1.984846	504,489.95	98.000000	IDC-FIS	-9,589.95
83832	CCCSIG CORP GOLDMAN	38141GWP5	07/24/2017	1.950000	315,000.00	312,798.15	1,160.25	0.00
			07/23/2019	1.956169	314,962.20	99.301000	IDC-FIS	-2,164.05
83839	CCCSIG CORP MORGAN	61761JB32	08/03/2017	2.800000	750,000.00	744,112.50	6,125.00	0.00
			06/16/2020	2.122846	764,055.00	99.215000	IDC-FIS	-19,942.50
83842	CCCCD CORP GOLDMAN	38141GWG5	08/04/2017	2.600000	225,000.00	221,388.75	1,527.50	0.00
			12/27/2020	2.319822	227,045.25	98.395000	IDC-FIS	-5,656.50
83851	CCCSIG CORP EXXON M	30231GAG7	08/17/2017	1.912000	400,000.00	395,204.00	4,355.11	0.00
			03/06/2020	1.719253	401,916.00	98.801000	IDC-FIS	-6,712.00
83863	CCCSIG CORP VISA IN	92826CAB8	08/30/2017	2.200000	210,000.00	206,367.00	1,373.17	0.00
			12/14/2020	1.853307	212,310.00	98.270000	IDC-FIS	-5,943.00



Inventory by Market Value

Page 36

As Of Date: 09/30/2018

Date Basis: Settlement

Run: 10/08/2018 02:22:25 PM

Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
83879	CCCCD CORP CITIGRP	172967LC3	08/31/2017	2.900000	250,000.00	244,815.00	2,275.69	0.00
			12/08/2021	2.488448	254,137.50	97.926000	IDC-FIS	-9,322.50
83885	CCCSIG CORP CATERPI	14913Q2A6	09/07/2017	1.850000	635,000.00	619,601.25	881.06	0.00
			09/04/2020	1.879031	634,466.60	97.575000	IDC-FIS	-14,865.35
83890	CCCCD CORP BANK OF	06406FAA1	09/07/2017	2.500000	125,000.00	122,735.00	1,440.97	0.00
			04/15/2021	2.072430	126,846.25	98.188000	IDC-FIS	-4,111.25
83891	CCCSIG CORP IBM CRE	44932HAA1	09/08/2017	1.625000	700,000.00	692,692.00	6,477.43	0.00
			09/06/2019	1.663919	699,468.00	98.956000	IDC-FIS	-6,776.00
83894	CCCSIG CORP BOFA CA	06051GGS2	09/18/2017	2.328000	545,000.00	533,200.75	6,343.80	0.00
			10/01/2021	2.328000	545,000.00	97.835000	IDC-FIS	-11,799.25
83921	CCCSIG CORP PEPSICO	713448DX3	10/10/2017	2.000000	375,000.00	364,987.50	3,458.33	0.00
			04/15/2021	2.005881	374,925.00	97.330000	IDC-FIS	-9,937.50
83922	CCCCD CORP PEPSICO	713448DX3	10/10/2017	2.000000	70,000.00	68,131.00	645.56	0.00
			04/15/2021	2.005881	69,986.00	97.330000	IDC-FIS	-1,855.00
83935	CCCSIG CORP WALMART	931142DY6	10/20/2017	1.750000	350,000.00	346,843.00	2,926.39	0.00
			10/09/2019	1.751150	349,993.00	99.098000	IDC-FIS	-3,150.00
83940	CCCSIG CORP BB&T MT	05531FAZ6	10/26/2017	2.150000	215,000.00	209,844.30	770.43	0.00
			02/01/2021	2.165131	214,901.10	97.602000	IDC-FIS	-5,056.80
83949	CCCSIG CORP HONEYWE	438516BQ8	10/30/2017	1.800000	240,000.00	237,650.40	1,812.00	0.00
			10/30/2019	1.839901	239,812.80	99.021000	IDC-FIS	-2,162.40
83952	CCCCD CORP BANK OF	06051GFW4	11/03/2017	2.625000	110,000.00	108,234.50	1,299.38	0.00
			04/19/2021	2.398027	110,823.90	98.395000	IDC-FIS	-2,589.40
83964	CCCCD CORP BB T MTN	05531FAZ6	11/06/2017	2.150000	110,000.00	107,362.20	394.16	0.00
			02/01/2021	2.189947	109,864.70	97.602000	IDC-FIS	-2,502.50
83969	CCCSIG CORP PACCAR	69371RN85	11/13/2017	2.050000	225,000.00	219,699.00	1,768.13	0.00
			11/13/2020	2.053109	224,979.75	97.644000	IDC-FIS	-5,280.75
83971	CCCSIG CORP UNITED	911312BP0	11/14/2017	2.050000	475,000.00	462,540.75	4,868.75	0.00
			04/01/2021	2.098958	474,249.50	97.377000	IDC-FIS	-11,708.75
83975	CCCSIG CORP AMERICA	02665WBZ3	11/16/2017	2.000000	300,000.00	297,003.00	2,300.00	0.00
			11/13/2019	2.028874	299,832.00	99.001000	IDC-FIS	-2,829.00
84087	CCCSIG CORP CITIGRO	172967KB6	12/11/2017	2.650000	600,000.00	592,200.00	6,845.83	0.00
			10/26/2020	2.497862	602,508.00	98.700000	IDC-FIS	-10,308.00
84126	CCCSIG CORP JOHN DE	24422ETZ2	01/08/2018	2.350000	305,000.00	299,616.75	1,652.51	0.00
			01/08/2021	2.368059	304,841.40	98.235000	IDC-FIS	-5,224.65
84200	CCCSIG BANK OF NY M	06406HDD8	02/21/2018	2.600000	500,000.00	496,055.00	1,588.89	0.00
			08/17/2020	2.805542	497,545.00	99.211000	IDC-FIS	-1,490.00
84202	CCCSIG CORP PACCAR	69371RN93	02/27/2018	2.800000	500,000.00	494,805.00	1,166.67	0.00



Inventory by Market Value

Page 37

As Of Date: 09/30/2018

Date Basis: Settlement

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Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
			03/01/2021	2.817011	499,755.00	98.961000	IDC-FIS	-4,950.00
84225	CCCCD CORP CICS0 SY	17275RBD3	03/05/2018	2.200000	130,000.00	127,292.10	262.17	0.00
			02/28/2021	2.806895	127,758.80	97.917000	IDC-FIS	-466.70
84247	CCCSIG NATIONAL RUR	63743HER9	02/26/2018	2.900000	330,000.00	327,703.20	425.33	0.00
			03/15/2021	2.937862	329,633.70	99.304000	IDC-FIS	-1,930.50
84255	CCCSIG CORP JOHN DE	24422EUD9	03/13/2018	2.875000	400,000.00	396,860.00	606.94	0.00
			03/12/2021	2.898871	399,728.00	99.215000	IDC-FIS	-2,868.00
84277	CCCSIG CORP UNILEVE	904764AZ0	03/22/2018	2.750000	650,000.00	643,734.00	446.88	0.00
			03/22/2021	2.929170	646,678.50	99.036000	IDC-FIS	-2,944.50
84290	CCCSIG CORP HSBC US	40428HPR7	03/29/2018	2.350000	400,000.00	395,616.00	5,378.89	712.00
			03/05/2020	3.032909	395,530.67	98.904000	IDC-FIS	0.00
84307	CCCCD CORP NATL RUR	637432NM3	04/05/2018	2.400000	115,000.00	111,130.25	1,196.00	0.00
			04/25/2022	3.122993	111,854.75	96.635000	IDC-FIS	-724.50
84308	CCCCD CORP CATERPIL	14912L5Q0	04/05/2018	2.625000	60,000.00	57,988.20	131.25	0.00
			03/01/2023	3.195058	58,457.40	96.647000	IDC-FIS	-469.20
84309	CCCCD CORP HOME DEP	437076AZ5	04/05/2018	2.700000	100,000.00	97,677.00	1,350.00	0.00
			04/01/2023	3.114098	98,130.00	97.677000	IDC-FIS	-423.00
84399	CCCSIG CORP HERSHEY	427866AY4	05/10/2018	2.900000	350,000.00	349,524.00	3,975.42	0.00
			05/15/2020	2.933837	349,769.00	99.864000	IDC-FIS	-245.00
84402	CCCSIG CORP GENERAL	369550BA5	05/11/2018	2.875000	460,000.00	458,886.80	5,143.06	515.20
			05/11/2020	3.058819	458,371.60	99.758000	IDC-FIS	0.00
84411	CCCSIG CORP AMERICA	025816BU2	05/17/2018	3.375000	785,000.00	785,463.15	9,861.56	596.60
			05/17/2021	3.381007	784,866.55	100.059000	IDC-FIS	0.00
84421	CCCSIG CORP CHARLES	808513AW5	05/22/2018	3.250000	500,000.00	500,060.00	5,822.92	75.00
			05/21/2021	3.251084	499,985.00	100.012000	IDC-FIS	0.00
84470	CCCSIG CORP BBT COR	05531FBD4	06/05/2018	3.200000	150,000.00	149,112.00	1,546.67	0.00
			09/03/2021	3.235931	149,821.50	99.408000	IDC-FIS	-709.50
84511	CCCSIG CORP WALMART	931142EJ8	06/27/2018	3.125000	595,000.00	596,195.95	4,855.03	1,225.70
			06/23/2021	3.126857	594,970.25	100.201000	IDC-FIS	0.00
84592	CCCSIG CORP CATERPI	14913Q2N8	09/07/2018	3.150000	100,000.00	99,882.00	210.00	0.00
			09/07/2021	3.177112	99,923.00	99.882000	IDC-FIS	-41.00
84593	CCCSIG CORP UNILEVE	904764BF3	09/07/2018	3.000000	100,000.00	99,014.00	200.00	0.00
			03/07/2022	3.147126	99,516.00	99.014000	IDC-FIS	-502.00
84594	CCCSIG CORP PFIZER	717081EM1	09/07/2018	3.000000	250,000.00	249,945.00	500.00	282.50
			09/15/2021	3.046915	249,662.50	99.978000	IDC-FIS	0.00
84618	CCCSIG CORP 3M COMP	88579YBA8	09/14/2018	3.000000	185,000.00	184,685.50	262.08	64.75
			09/14/2021	3.072054	184,620.75	99.830000	IDC-FIS	0.00



Inventory by Market Value

As Of Date: 09/30/2018

Date Basis: Settlement

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Reporting Currency: Local

Contra Costa County

Inv. No.	Description	CUSIP	Purchase Maturity	Coupon YTM TR	Current Par /Share Current Book	Market Value Market Price	Curr Accr Int Price Source	Unrealized Gain Unrealized Loss
Subtotal				2.544239	33,895,000.00	33,645,609.85	227,073.38	3,471.75
				2.077522	34,393,581.52	99.264227		-750,786.75

Inv Type: 78 NEGOTIABLE CD 30/360 EUR

83596	CCCCD YCD BK OF MON	06427KRC3	02/09/2017	1.880000	100,000.00	99,168.67	282.00	0.00
			02/07/2019	1.880000	100,000.00	99.168667	IDC-FIS	-831.33
83597	CCCCD YCD BK OF MON	06427KRC3	02/09/2017	1.880000	2,350,000.00	2,330,463.67	6,627.01	0.00
			02/07/2019	1.880000	2,350,000.00	99.168667	IDC-FIS	-19,536.33
83844	CCCSIG MTN WESTPAC	96121T4A3	08/07/2017	2.050000	1,460,000.00	1,460,000.00	4,489.50	0.00
			08/03/2020	2.050000	1,460,000.00	100.000000	BOOK	0.00
Subtotal				1.943478	3,910,000.00	3,889,632.34	11,398.51	0.00
				1.943478	3,910,000.00	99.479088		-20,367.66
Grand Total			Count 215	1.863719	158,404,456.78	156,694,694.83	663,253.26	6,920.91
				1.795229	158,743,186.87	98.920635		-2,051,388.70



Inventory by Market Value

As Of Date: 09/30/2018

Date Basis: Settlement

Page 39

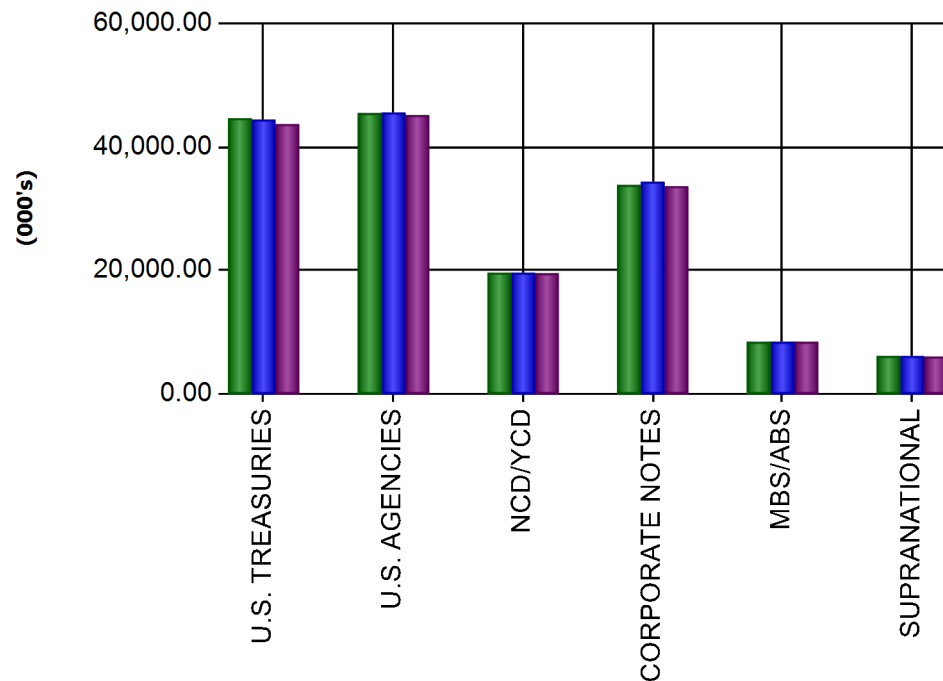
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Reporting Currency: Local

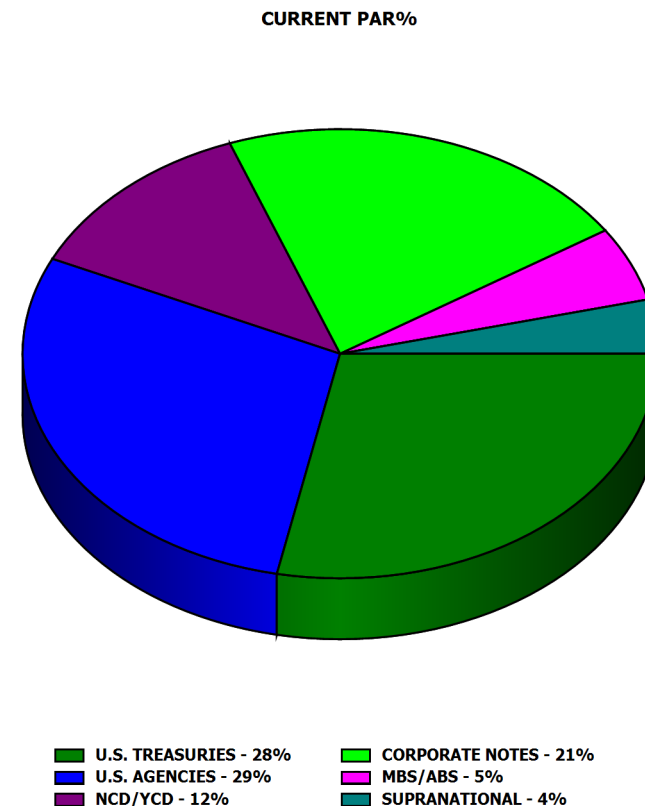
Contra Costa County

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Un Gain/Loss	Yield
U.S. TREASURIES	44,655.00	44,447.72	43,710.39	98.34 %	-733.96	1.84 %
U.S. AGENCIES	45,550.00	45,598.41	45,187.82	99.10 %	-410.59	1.20 %
NCD/YCD	19,645.00	19,644.01	19,582.61	99.69 %	-61.40	2.33 %
CORPORATE NOTES	33,895.00	34,393.58	33,645.61	97.83 %	-747.32	2.08 %
MBS/ABS	8,494.46	8,497.28	8,497.28	100.00 %	0.00	2.11 %
SUPRANATIONAL	6,165.00	6,162.19	6,070.99	98.52 %	-91.20	2.18 %
Totals(000's)	158,404.46	158,743.19	156,694.69	98.71 %	-2,044.47	1.80 %

Asset Allocation



Par Book Market



SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B.2. STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

**CONTRA COSTA COUNTY
AS OF SEPTEMBER 30, 2018**

CALIFORNIA STATE LOCAL AGENCY INVESTMENT ACCOUNTS	STATE CONTROLLER ACCOUNT NUMBER	ACCOUNT BALANCE	ESTIMATED FAIR VALUE
ACALANES UNION HIGH SCHOOL	75-07-010	972,428.92	970,321.09
ANTIOCH UNIFIED SCHOOL DISTRICT	75-07-005	846,934.10	845,098.29
BRENTWOOD UNION SCHOOL DISTRICT	75-07-013	7,962,364.74	7,945,105.55
BYRON UNION SCHOOL DISTRICT	75-07-017	169,669.12	169,301.35
CANYON ELEMENTARY SCHOOL DISTRICT	75-07-018	197,254.26	196,826.69
CENTRAL CONTRA COSTA SANITARY DISTRICT	70-07-001	27,700,000.00	27,639,957.59
CONTRA COSTA COMMUNITY COLLEGE	75-07-001	631,191.32	629,823.15
CONTRA COSTA COUNTY	99-07-000	65,000,000.00	64,859,106.26
CONTRA COSTA COUNTY OFFICE OF EDUCATION	75-07-007	1,314,161.14	1,311,312.57
CONTRA COSTA COUNTY SCHOOL INSURANCE GROUP	35-07-001	2,287,751.89	2,282,792.97
CROCKETT COMMUNITY SERVICES DISTRICT	16-07-004	3,616,609.02	3,608,769.67
DELTA DIABLO SANITATION DISTRICT	70-07-003	74,411.12	74,249.83
EAST CONTRA COSTA REG FEE & FINANCING AUTH	40-07-006	1,034,644.66	1,032,401.97
KENSINGTON FIRE PROTECTION DISTRICT	17-07-011	3,336,750.28	3,329,517.55
KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT	16-07-003	1,318,023.34	1,315,166.40
LAFAYETTE SCHOOL DISTRICT	75-07-012	4,988,642.17	4,977,828.81
MARTINEZ UNIFIED SCHOOL DISTRICT	75-07-011	22,916,463.34	22,866,789.71
MORAGA ORINDA FIRE DISTRICT	17-07-003	1,860,702.53	1,856,669.28
MORAGA SCHOOL DISTRICT	75-07-016	2,740.70	2,734.76
MT DIABLO UNIFIED SCHOOL DISTRICT	75-07-008	5,351,479.60	5,339,879.75
MT VIEW SANITARY DISTRICT	70-07-008	2,824,968.73	2,818,845.34
OAKLEY UNION SCHOOL DISTRICT	75-07-009	253,422.33	252,873.01
ORINDA UNION SCHOOL DISTRICT	75-07-015	3,653,431.44	3,645,512.28
PITTSBURG UNIFIED SCHOOL DISTRICT	75-07-002	36,041.79	35,963.67
RECLAMATION DISTRICT 799	60-07-001	332,678.38	331,957.27
RECLAMATION DISTRICT 800	60-07-003	2,671,827.07	2,666,035.63
REDEVELOPMENT AGENCY	65-07-015	7,159.79	7,144.27
RODEO -HERCULES FIRE PROTECTION DISTRICT	17-07-001	108,497.34	108,262.16
SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT	75-07-004	245,555.12	245,022.86
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT	75-07-014	41,897,198.55	41,806,382.35
	TOTAL	<u>203,613,002.79</u>	<u>203,171,652.06</u>

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

ASSET MANAGEMENT FUNDS

- B.3. WELLS CAPITAL MANAGEMENT**
- B.4. CalTRUST (SHORT TERM)**
- B.5. CalTRUST (LIQUIDITY)**

Wells Capital Management GAAP

01 July 2018 to 30 September 2018

WC-Contra Costa County

Investment Strategy: Short Duration Fixed Income

The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

Wells Fargo Asset Management is a trade name used by the asset management businesses of Wells Fargo & Company.



<u>Risk Summary (WC-Contra Costa County)</u>	1
<u>Performance Summary Gross of Fees (WC-Contra Costa County)</u>	4
<u>Performance Summary Net of Fees (WC-Contra Costa County)</u>	6
<u>GAAP Financials (WC-Contra Costa County)</u>	8
<u>Income Detail (WC-Contra Costa County)</u>	10
<u>Balance Sheet Classification (WC-Contra Costa County)</u>	16
<u>Trading Activity (WC-Contra Costa County)</u>	22
<u>Transaction Detail (WC-Contra Costa County)</u>	32
<u>MMF Transaction Detail (WC-Contra Costa County)</u>	43
<u>Roll Forward (WC-Contra Costa County)</u>	46
<u>Shock Analysis (WC-Contra Costa County)</u>	52

Risk Summary

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Balance Sheet

Book Value + Accrued	44,512,514.33
Net Unrealized Gain/Loss	-49,303.87
Market Value + Accrued	44,463,210.46

Cash and Fixed Income Summary

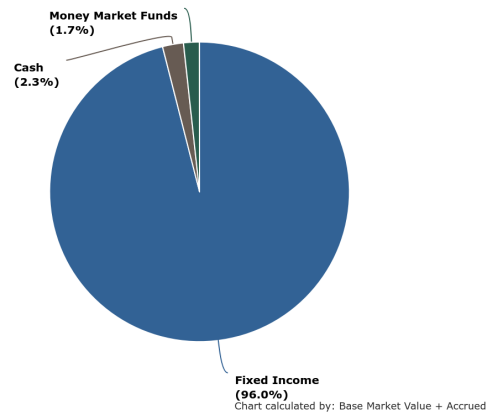
Risk Metric	Value
Cash	1,004,915.57
MMFund	761,215.34
Fixed Income	42,697,079.55
Duration	0.47
Convexity	0.01
WAL	0.53
Years to Final Maturity	0.64
Years to Effective Maturity	0.52
Yield	2.39
Book Yield	2.17
Avg Credit Rating	AA+/Aa1/AA+

Issuer Concentration

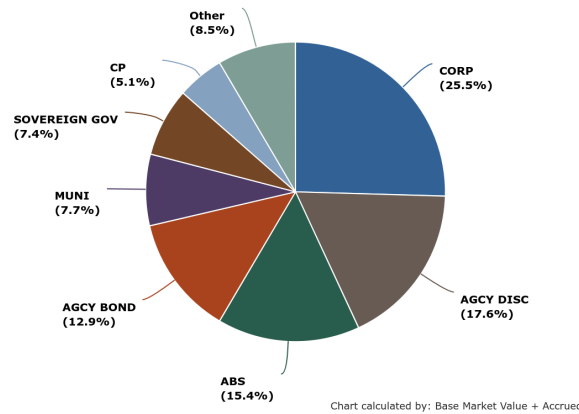
Issuer Concentration	% of Base Market Value + Accrued
Other	57.66%
Federal Home Loan Mortgage Corporation	14.34%
Federal Farm Credit Banks Funding Corporation	8.35%
Federal Home Loan Banks Office of Finance	6.73%
Government of the United States	4.49%
Inter-American Development Bank	3.37%
Capital One Multi-Asset Execution Trust	2.80%
(CCYUSD) UNITED STATES OF AMERICA	2.26%

--- 100.00%

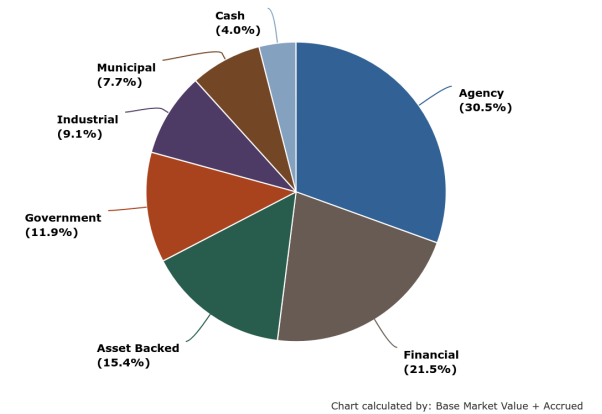
Asset Class



Security Type



Market Sector



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Risk Summary

Base Currency: USD

01 July 2018 to 30 September 2018

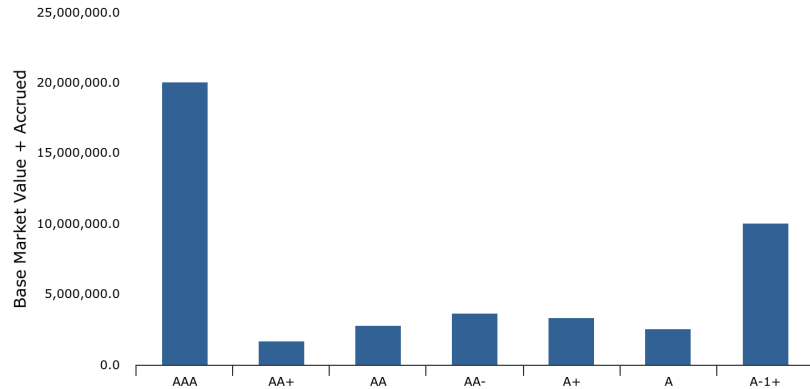
WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

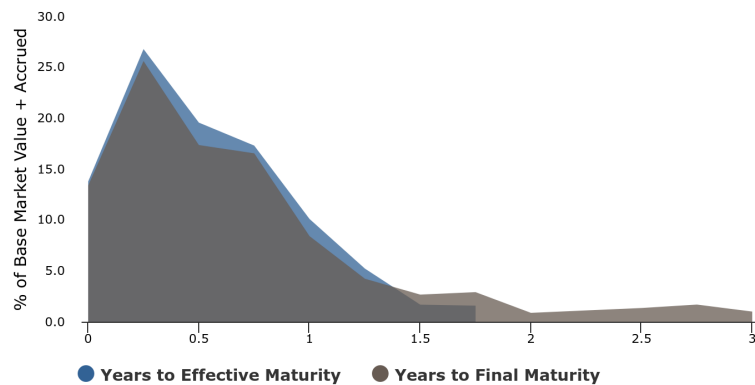
Credit Rating



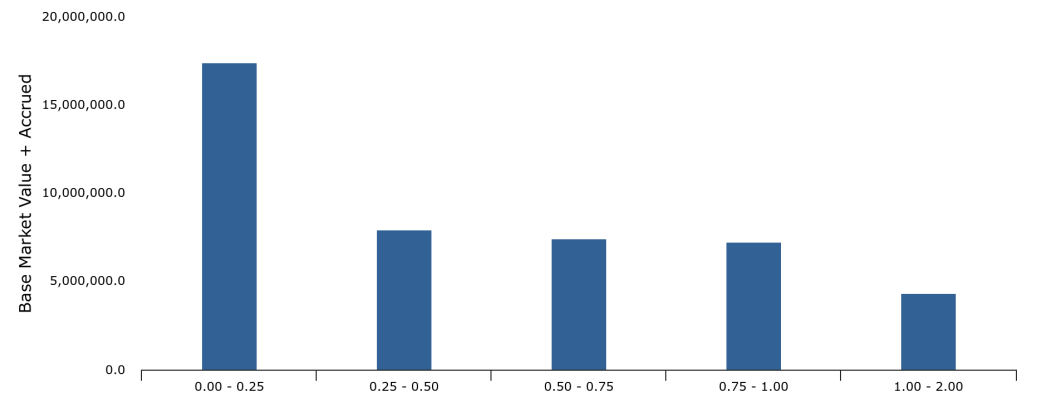
Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	59.72%	6.48%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
AA	15.79%	2.77%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A	12.97%	0.57%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
BBB	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
BB	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CCC	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CC	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
NA	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Time To Maturity



Duration



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Risk Summary

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Base Exposure - Industry Sector

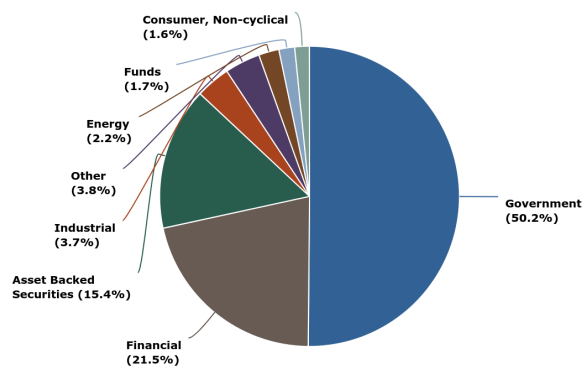


Chart calculated by: % of Base Market Value + Accrued

Base Exposure - Industry Group

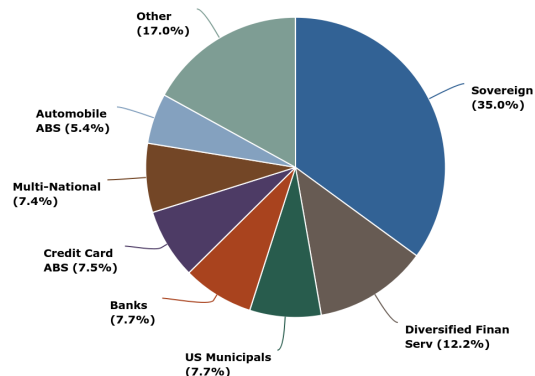


Chart calculated by: % of Base Market Value + Accrued

Base Exposure - Industry Subgroup

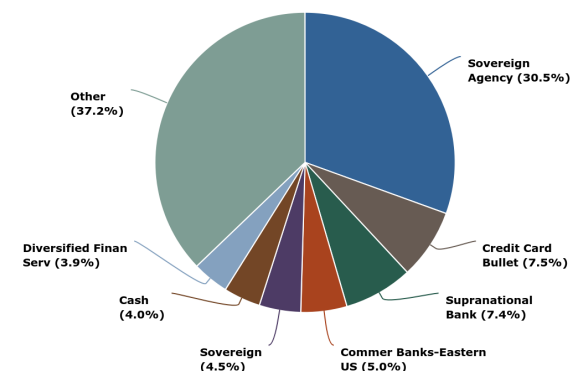


Chart calculated by: % of Base Market Value + Accrued

MMF Asset Allocation

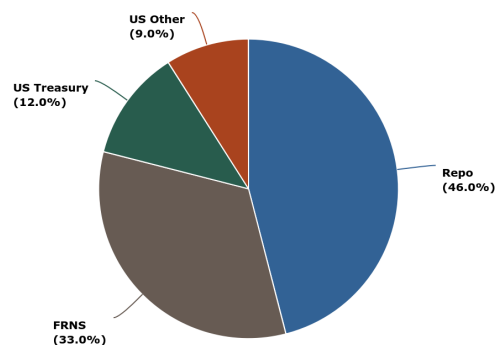


Chart calculated by: Base Market Value

Currency

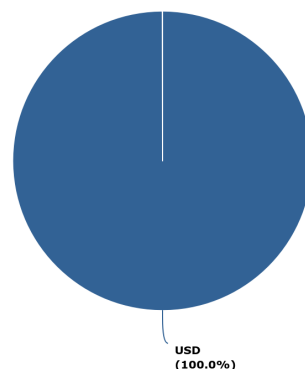


Chart calculated by: Base Market Value + Accrued

Country

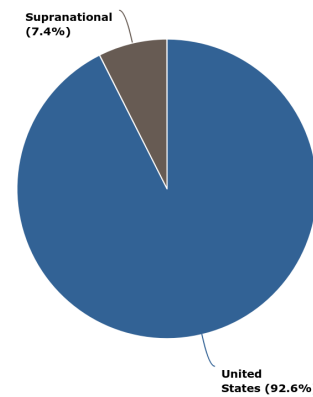


Chart calculated by: Base Market Value + Accrued

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Performance Summary Gross of Fees

Base Currency: USD
01 July 2018 to 30 September 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Performance Summary



Period	Period Begin	Period End	Total Return, Gross of Fees	Weighted Average Index Return	Excess Total Return, Gross of Fees
Month to Date	09/01/2018	09/30/2018	0.16%	0.14%	0.02%
Quarter to Date	07/01/2018	09/30/2018	0.57%	0.50%	0.07%
Year to Date	01/01/2018	09/30/2018	1.40%	1.30%	0.11%
Prior Month	08/01/2018	08/31/2018	0.22%	0.19%	0.04%
Prior Quarter	04/01/2018	06/30/2018	0.51%	0.48%	0.03%
Prior Year	01/01/2017	12/31/2017	1.02%	0.95%	0.06%
Trailing Month	09/01/2018	09/30/2018	0.16%	0.14%	0.02%
Trailing Quarter	07/01/2018	09/30/2018	0.57%	0.50%	0.07%
Trailing Year	10/01/2017	09/30/2018	1.62%	1.58%	0.04%

Account	Index	Index Start Date	Index End Date
WC-Contra Costa County	ML 6 Month T-Bill	01/01/1980	11/30/2004
WC-Contra Costa County	ICE BofAML US 6-Month Treasury Bill Index	12/01/2004	---

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Performance Summary Gross of Fees

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Gross of Fees (includes trading).

Returns are actual and have not been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 04/01/2001.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date, End Date	Return Type, Fee Options	Tax Options
04/01/2001 01/31/2011	Total Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment
04/01/2001 01/31/2011	Income Return Gross of Fees	No Tax Adjustment
04/01/2001 01/31/2011	Price Return Gross of Fees	No Tax Adjustment
01/01/2008 01/31/2011	Book Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment

Reported Index Return is always Total Return.

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Performance Summary Net of Fees

Base Currency: USD
01 July 2018 to 30 September 2018

WC-Contra Costa County
Account: XXX235
Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index
Investment Strategy: Short Duration Fixed Income

Performance Summary



Period	Period Begin	Period End	Total Return, Net of Fees	Weighted Average Index Return	Excess Total Return, Net of Fees
Month to Date	09/01/2018	09/30/2018	0.15%	0.14%	0.01%
Quarter to Date	07/01/2018	09/30/2018	0.54%	0.50%	0.04%
Year to Date	01/01/2018	09/30/2018	1.32%	1.30%	0.02%
Prior Month	08/01/2018	08/31/2018	0.21%	0.19%	0.03%
Prior Quarter	04/01/2018	06/30/2018	0.48%	0.48%	0.00%
Prior Year	01/01/2017	12/31/2017	0.90%	0.95%	-0.05%
Trailing Month	09/01/2018	09/30/2018	0.15%	0.14%	0.01%
Trailing Quarter	07/01/2018	09/30/2018	0.54%	0.50%	0.04%
Trailing Year	10/01/2017	09/30/2018	1.51%	1.58%	-0.07%

Account	Index	Index Start Date	Index End Date
WC-Contra Costa County	ML 6 Month T-Bill	01/01/1980	11/30/2004
WC-Contra Costa County	ICE BofAML US 6-Month Treasury Bill Index	12/01/2004	---

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Performance Summary Net of Fees

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Net of Fees (includes management and trading).

Returns are actual and have not been annualized.

No Tax Adjustment.

Note that data will not exist prior to the performance inception date of: 04/01/2001.

Historical data exists for the options shown below, only available on historical data boundaries:

Begin Date, End Date	Return Type, Fee Options	Tax Options
04/01/2001 01/31/2011	Total Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment
04/01/2001 01/31/2011	Income Return Gross of Fees	No Tax Adjustment
04/01/2001 01/31/2011	Price Return Gross of Fees	No Tax Adjustment
01/01/2008 01/31/2011	Book Return Gross of Fees, Net of Fees	Gross Down Method, Gross Up Method, No Tax Adjustment

Reported Index Return is always Total Return.

The information contained in this report represents estimated trade date investment calculations. Certain calculations may not be available for all time periods. Please refer to your custody statement for official portfolio holdings and transactions. Note that certain accounting methods may cause differences between this investment report and your custody statement.

GAAP Financials

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Balance Sheet		WC-Contra Costa County	
	As of:	06/30/2018	09/30/2018
Book Value		44,349,508.91	44,374,511.84
Accrued Balance		133,889.45	138,002.49
Book Value + Accrued		44,483,398.36	44,512,514.33
Net Unrealized Gain/Loss		-66,468.33	-49,303.87
Market Value + Accrued		44,416,930.03	44,463,210.46

Income Statement		WC-Contra Costa County	
		Begin Date End Date	07/01/2018 09/30/2018
Net Amortization/Accretion Income			60,529.33
Interest Income		173,856.24	
Dividend Income		0.00	
Foreign Tax Withheld Expense		0.00	
Misc Income		159.82	
Allowance Expense		0.00	
Income Subtotal			174,016.06
Net Realized Gain/Loss		-0.01	
Net Holding Gain/Loss		0.00	
Impairment Loss		0.00	
Net Gain/Loss			-0.01
Expense		-12,918.42	
Net Income			221,626.97
Transfers In/Out			-192,511.00
Change in Unrealized Gain/Loss			17,164.46

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GAAP Financials

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Statement of Cash Flows

	WC-Contra Costa County	
	Begin Date	07/01/2018
	End Date	09/30/2018
Net Income		221,626.97
Amortization/Accretion on MS	-44,141.85	
Change in Accrued on MS	10,430.59	
Net Gain/Loss on MS	0.01	
Change in Unrealized G/L on CE	-181.62	
Subtotal		-33,892.87
Purchase of MS	-9,227,049.73	
Purchased Accrued of MS	-15,165.44	
Sales of MS	883,357.16	
Sold Accrued of MS	0.00	
Maturities of MS	10,575,000.00	
Net Purchases/Sales		2,216,141.99
Transfers of Cash & CE		-192,511.00
Total Change in Cash & CE		2,211,365.09
Beginning Cash & CE		3,050,640.29
Ending Cash & CE		5,262,005.38

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,000.00 2.48	06/01/2019 06/01/2019	0.00 04/24/2018	3,106.25 0.00	0.00	0.00 3,106.25
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	700,000.00 1.88	11/05/2018 11/05/2018	0.00 12/19/2017	3,281.25 16.05	0.00	0.00 3,297.30
02587AAJ3 AMXCA 171 A	500,000.00 1.93	02/18/2020 02/18/2020	0.00 05/25/2018	2,412.51 1,082.66	0.00	0.00 3,495.17
06050TME9 BANK OF AMERICA NA	500,000.00 2.05	12/07/2018 12/07/2018	0.00 01/12/2018	2,562.50 -100.67	0.00	0.00 2,461.83
06406HCL1 BANK OF NEW YORK MELLON CORP	0.00 2.10	08/01/2018 08/01/2018	0.00 09/25/2017	831.25 -8.48	0.00	0.00 822.77
06406HCU1 BANK OF NEW YORK MELLON CORP	250,000.00 2.20	05/15/2019 05/15/2019	0.00 01/25/2018	1,375.00 -9.82	0.00	0.00 1,365.18
06406HCP2 BANK OF NEW YORK MELLON CORP	600,000.00 2.10	01/15/2019 01/15/2019	0.00 08/03/2018	2,030.00 341.13	0.00	0.00 2,371.13
084670BL1 BERKSHIRE HATHAWAY INC	700,000.00 2.10	08/14/2019 08/14/2019	0.00 05/22/2018	1,919.17 394.37	0.00	0.00 2,313.54
084670BL1 BERKSHIRE HATHAWAY INC	0.00 2.10	08/14/2019 08/14/2019	0.00 05/22/2018	1,755.83 361.51	0.00	0.00 2,117.34
09247XAE1 BLACKROCK INC	700,000.00 5.00	12/10/2019 12/10/2019	0.00 06/08/2018	8,750.00 -3,752.76	0.00	0.00 4,997.24
05581RAD8 BMWLT 161 A3	0.00 1.34	07/20/2018 01/22/2019	0.00 07/26/2017	3.19 0.12	0.00	0.00 3.31
055657AB6 BMWLT 171 A2	34,892.31 1.64	11/09/2018 07/22/2019	0.00 03/22/2017	178.67 0.84	0.00	0.00 179.52
055657AB6 BMWLT 171 A2	0.00 1.64	11/09/2018 07/22/2019	0.00 03/22/2017	81.35 0.60	0.01	0.00 81.95
055657AC4 BMWLT 171 A3	400,000.00 1.98	04/26/2019 05/20/2020	0.00 06/08/2018	1,980.00 558.05	0.00	0.00 2,538.05
05584PAB3 BMWLT 172 A2A	242,684.05 1.80	02/12/2019 02/20/2020	0.00 10/25/2017	1,282.76 6.41	0.00	0.00 1,289.17
07330NAL9 BRANCH BANKING AND TRUST CO	450,000.00 1.45	05/10/2019 05/10/2019	0.00 06/29/2018	1,631.25 1,362.91	0.00	0.00 2,994.16
CCYUSD Cash	48.69 0.00	09/30/2018 09/30/2018	-192,511.00 ---	0.00 0.00	0.00	-12,918.42 -12,758.60
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	700,000.00 1.35	05/18/2019 05/18/2019	0.00 04/17/2018	2,362.50 2,094.63	0.00	0.00 4,457.13
17305EFS9 CCCIT 14A6 A6	400,000.00 2.15	07/15/2019 07/15/2019	0.00 05/23/2018	1,815.56 454.84	0.00	0.00 2,270.40
17305EFS9 CCCIT 14A6 A6	0.00 2.15	07/15/2019 07/15/2019	0.00 05/23/2018	334.44 81.64	0.00	0.00 416.08
17305EFW0 CCCIT 16A1 A1	450,000.00 1.75	11/19/2019 11/19/2019	0.00 04/26/2018	1,968.75 1,116.76	0.00	0.00 3,085.51
161571FK5 CHAIT 124 A	475,000.00 1.58	08/15/2019 08/15/2019	0.00 04/19/2018	958.98 653.60	0.00	0.00 1,612.58

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
161571FK5	0.00	08/15/2019	0.00	917.28	0.00	0.00
CHAIT 124 A	1.58	08/15/2019	04/19/2018	625.79		1,543.07
161571HC1	300,000.00	06/16/2019	0.00	1,027.50	0.00	0.00
CHAIT 162 A	1.37	06/17/2019	01/26/2018	603.92		1,631.42
166764BA7	500,000.00	11/16/2018	0.00	2,237.50	0.00	0.00
CHEVRON CORP	1.79	11/16/2018	12/22/2017	39.15		2,276.65
17325FAB4	750,000.00	03/20/2019	0.00	5,110.26	0.00	0.00
CITIBANK NA	2.68	03/20/2019	03/20/2017	0.00		5,110.26
190335JC4	0.00	08/01/2018	0.00	593.75	0.00	0.00
COAST CMNTY COLLEGE DIST CALIF	1.43	08/01/2018	03/29/2017	0.00		593.75
14041NFC0	600,000.00	04/15/2019	0.00	3,882.24	0.00	0.00
COMET 161 A	2.61	04/15/2019	09/20/2017	-546.60		3,335.64
14041NFE6	250,000.00	06/17/2019	0.00	837.51	0.00	0.00
COMET 163 A	1.34	06/17/2019	05/24/2018	833.77		1,671.28
14041NFF3	400,000.00	08/15/2019	0.00	147.77	0.00	0.00
COMET 164 A	1.33	08/15/2019	09/21/2018	152.44		300.21
235851AN2	0.00	09/15/2018	0.00	1,017.50	0.00	0.00
DANAHER CORP	1.65	09/15/2018	06/12/2017	-84.26		933.24
30231GAD4	475,000.00	03/15/2019	0.00	2,160.07	0.00	0.00
EXXON MOBIL CORP	1.82	03/15/2019	06/11/2018	676.80		2,836.87
313312EK2	1,000,000.00	04/16/2019	0.00	0.00	0.00	0.00
FEDERAL FARM CREDIT BANKS	0.00	04/16/2019	04/16/2018	5,494.44		5,494.44
313312LV0	1,000,000.00	09/17/2019	0.00	0.00	0.00	0.00
FEDERAL FARM CREDIT BANKS	0.00	09/17/2019	09/25/2018	428.33		428.33
3133EFC70	750,000.00	02/22/2019	0.00	2,100.00	0.00	0.00
FEDERAL FARM CREDIT BANKS FUNDING CORP	1.12	02/22/2019	08/17/2017	521.86		2,621.86
3133EHZG1	1,000,000.00	12/21/2018	0.00	3,250.00	0.00	0.00
FEDERAL FARM CREDIT BANKS FUNDING CORP	1.30	12/21/2018	09/21/2017	135.98		3,385.98
313385ZW9	0.00	07/27/2018	0.00	0.00	0.00	0.00
FEDERAL HOME LOAN BANKS	0.00	07/27/2018	07/28/2017	902.78		902.78
3130AAE46	1,000,000.00	01/16/2019	0.00	3,125.00	0.00	0.00
FEDERAL HOME LOAN BANKS	1.25	01/16/2019	04/13/2018	2,164.32		5,289.32
3130ABF92	1,000,000.00	05/28/2019	0.00	3,437.50	0.00	0.00
FEDERAL HOME LOAN BANKS	1.38	05/28/2019	04/16/2018	2,102.21		5,539.71
313385ZD1	0.00	07/10/2018	0.00	0.00	0.00	0.00
FEDERAL HOME LOAN BANKS	0.00	07/10/2018	04/25/2018	447.50		447.50
313385D29	0.00	08/24/2018	0.00	0.00	0.00	0.00
FEDERAL HOME LOAN BANKS	0.00	08/24/2018	07/27/2018	1,466.89		1,466.89
313385R81	1,000,000.00	12/04/2018	0.00	0.00	0.00	0.00
FEDERAL HOME LOAN BANKS	0.00	12/04/2018	08/08/2018	3,090.00		3,090.00
3130ACLX0	500,000.00	10/30/2019	0.00	90.28	0.00	0.00
FEDERAL HOME LOAN BANKS	1.63	10/30/2019	09/27/2018	58.42		148.70
3134G92B2	500,000.00	01/30/2019	0.00	1,187.50	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	0.95	01/30/2019	05/01/2018	1,690.08		2,877.58

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	0.00 0.00	08/02/2018 08/02/2018	0.00 05/03/2018	0.00 1,622.22	0.00	0.00 1,622.22
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 1.25	07/26/2019 07/26/2019	0.00 05/07/2018	1,128.47 1,016.29	0.00	0.00 2,144.76
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	0.00 1.25	07/26/2019 07/26/2019	0.00 05/07/2018	434.03 379.21	0.00	0.00 813.24
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 0.95	01/30/2019 01/30/2019	0.00 05/16/2018	1,187.50 1,609.11	0.00	0.00 2,796.61
313397J36 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	10/04/2018 10/04/2018	0.00 07/31/2018	0.00 3,289.44	0.00	0.00 3,289.44
313397S28 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	12/06/2018 12/06/2018	0.00 08/01/2018	0.00 3,405.83	0.00	0.00 3,405.83
313397Q20 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	11/20/2018 11/20/2018	0.00 08/06/2018	0.00 3,111.11	0.00	0.00 3,111.11
313397N49 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 0.00	11/06/2018 11/06/2018	0.00 08/27/2018	0.00 1,963.89	0.00	0.00 1,963.89
313396AT0 FEDERAL HOME LOAN MORTGAGE CORP	900,000.00 0.00	01/18/2019 01/18/2019	0.00 09/06/2018	0.00 1,343.75	0.00	0.00 1,343.75
3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.00 0.75	07/27/2018 07/27/2018	0.00 01/25/2018	541.67 633.66	0.00	0.00 1,175.33
31680GAD8 FITAT 151 A3	111,276.11 1.42	11/16/2018 03/16/2020	0.00 11/13/2017	604.40 89.46	0.00	0.00 693.87
3134G34F4 FREDDIE MAC	0.00 1.05	07/30/2018 07/30/2018	0.00 09/08/2017	845.83 153.48	0.00	0.00 999.31
369550BA5 GENERAL DYNAMICS CORP	250,000.00 2.88	05/11/2020 05/11/2020	0.00 09/14/2018	339.41 10.68	0.00	0.00 350.09
438124AC3 HAROT 163 A3	194,407.10 1.16	02/23/2019 05/18/2020	0.00 01/25/2018	670.61 520.27	0.00	0.00 1,190.88
43814TAB8 HAROT 171 A2	0.00 1.42	09/21/2018 07/22/2019	0.00 03/28/2017	173.41 0.27	0.00	0.00 173.68
43814TAB8 HAROT 171 A2	0.00 1.42	09/21/2018 07/22/2019	0.00 03/28/2017	125.36 0.29	0.00	0.00 125.65
43814TAB8 HAROT 171 A2	0.00 1.42	09/21/2018 07/22/2019	0.00 08/30/2018	7.44 6.67	0.00	0.00 14.11
40428HPJ5 HSBC USA INC (NEW)	0.00 2.63	09/24/2018 09/24/2018	0.00 05/09/2017	3,026.04 -849.16	0.00	0.00 2,176.89
40428HPJ5 HSBC USA INC (NEW)	0.00 2.63	09/24/2018 09/24/2018	0.00 01/19/2018	1,513.02 -364.16	0.00	0.00 1,148.86
4581X0CK2 INTER-AMERICAN DEVELOPMENT BANK	0.00 1.50	09/25/2018 09/25/2018	0.00 10/03/2017	350.00 -4.69	0.00	0.00 345.31
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	0.00 2.36	09/12/2018 09/12/2018	0.00 03/05/2018	2,388.20 -102.38	0.00	0.00 2,285.82
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	0.00 2.36	09/12/2018 09/12/2018	0.00 04/13/2018	2,388.20 -117.66	0.00	0.00 2,270.53

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 2.38	01/15/2019 01/15/2019	0.00 04/17/2018	3,044.07 -123.93	0.00	0.00 2,920.14
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	0.00 2.36	09/12/2018 09/12/2018	0.00 06/22/2018	2,388.20 -206.98	0.00	0.00 2,181.21
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1,000,000.00 1.75	10/15/2019 10/15/2019	0.00 09/17/2018	680.55 353.03	0.00	0.00 1,033.58
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	500,000.00 1.25	04/26/2019 04/26/2019	0.00 10/13/2017	1,562.50 420.57	0.00	0.00 1,983.07
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	300,000.00 1.25	04/26/2019 04/26/2019	0.00 08/29/2018	333.33 334.13	0.00	0.00 667.46
45950VHE9 INTERNATIONAL FINANCE CORP	1,000,000.00 1.25	11/27/2018 11/27/2018	0.00 10/19/2017	3,125.00 712.77	0.00	0.00 3,837.77
47788CAB8 JDOT 2018 A2	160,000.00 2.42	04/29/2019 10/15/2020	0.00 02/28/2018	968.01 0.96	0.00	0.00 968.97
24422ERR2 JOHN DEERE CAPITAL CORP	700,000.00 2.25	04/17/2019 04/17/2019	0.00 03/14/2018	3,937.50 397.05	0.00	0.00 4,334.55
46625HQU7 JPMORGAN CHASE & CO	700,000.00 1.85	03/22/2019 03/22/2019	0.00 10/25/2017	3,237.50 7.53	0.00	0.00 3,245.03
50000EJ54 Koch Industries, Inc.	0.00 0.00	09/05/2018 09/05/2018	0.00 08/15/2018	0.00 1,149.17	0.00	0.00 1,149.17
50000BHFO Koch Resources, LLC	0.00 0.00	08/15/2018 08/15/2018	0.00 07/27/2018	0.00 1,045.00	0.00	0.00 1,045.00
544351MK2 LOS ANGELES CALIF	750,000.00 4.00	09/01/2019 09/01/2019	0.00 07/12/2018	2,500.00 -871.33	0.00	0.00 1,628.67
544351MK2 LOS ANGELES CALIF	0.00 4.00	09/01/2019 09/01/2019	0.00 07/12/2018	4,083.33 -1,481.27	0.00	0.00 2,602.07
57636QAA2 MASTERCARD INC	500,000.00 2.00	04/01/2019 04/01/2019	0.00 05/04/2018	2,500.00 576.39	0.00	0.00 3,076.39
58769DAB6 MBALT 17A A2A	84,538.51 1.53	11/16/2018 08/15/2019	0.00 04/26/2017	194.43 0.02	0.00	0.00 194.44
58769DAB6 MBALT 17A A2A	0.00 1.53	11/16/2018 08/15/2019	0.00 04/26/2017	252.25 0.02	0.00	0.00 252.26
58772RAB0 MBART 181 A2A	600,000.00 2.71	07/15/2019 04/15/2021	0.00 07/25/2018	2,981.00 2.18	0.00	0.00 2,983.18
90521APJ1 MUFG UNION BANK NA	0.00 2.63	09/26/2018 09/26/2018	0.00 09/22/2017	4,338.54 -1,049.59	0.00	0.00 3,288.96
65477XAD6 NALT 16B A3	143,357.40 1.50	11/05/2018 07/15/2019	0.00 10/10/2017	669.67 116.19	-0.01	0.00 785.85
65477XAD6 NALT 16B A3	0.00 1.50	11/05/2018 07/15/2019	0.00 10/10/2017	184.75 13.66	0.00	0.00 198.41
65478GAD2 NAROT 17B A3	450,000.00 1.75	12/15/2019 10/15/2021	0.00 04/26/2018	1,968.75 642.52	0.00	0.00 2,611.27

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	450,000.00 2.15	02/01/2019 02/01/2019	0.00 03/22/2018	2,418.75 522.74	0.00	0.00 2,941.49
63763QGB7 National Securities Clearing Corporation	0.00 0.00	07/11/2018 07/11/2018	0.00 06/19/2018	0.00 284.72	0.00	0.00 284.72
63763QK97 National Securities Clearing Corporation	500,000.00 0.00	10/09/2018 10/09/2018	0.00 07/11/2018	0.00 2,505.56	0.00	0.00 2,505.56
67983UJR5 Old Line Funding, LLC	0.00 0.00	09/25/2018 09/25/2018	0.00 07/30/2018	0.00 3,277.50	0.00	0.00 3,277.50
CCYUSD Payable	0.00 0.00	09/30/2018 09/30/2018	0.00 ---	0.00 0.00	0.00	0.00 0.00
69353RCH9 PNC BANK NA	750,000.00 2.20	01/28/2019 01/28/2019	0.00 01/31/2018	4,125.00 -95.89	0.00	0.00 4,029.11
CCYUSD Receivable	1,004,866.88 0.00	09/30/2018 09/30/2018	0.00 ---	0.00 0.00	0.00	0.00 0.00
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,000.00 2.71	11/01/2019 11/01/2019	0.00 05/30/2018	3,390.00 0.00	0.00	0.00 3,390.00
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	750,000.00 2.01	07/01/2019 07/01/2019	0.00 12/28/2017	3,770.63 0.00	0.00	0.00 3,770.63
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	0.00 2.01	07/01/2019 07/01/2019	0.00 12/28/2017	0.00 0.00	0.00	0.00 0.00
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	750,000.00 1.72	05/01/2019 05/01/2019	0.00 10/31/2017	3,226.88 0.00	0.00	0.00 3,226.88
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	0.00 1.63	08/01/2018 08/01/2018	0.00 11/30/2017	677.08 -8.26	0.00	0.00 668.83
798170AA4 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	0.00 1.90	08/01/2018 08/01/2018	0.00 12/21/2017	1,186.25 0.00	0.00	0.00 1,186.25
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	150,000.00 2.10	08/01/2019 08/01/2019	0.00 01/29/2018	524.50 49.67	0.00	0.00 574.17
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	0.00 2.10	08/01/2019 08/01/2019	0.00 01/29/2018	262.25 25.24	0.00	0.00 287.49
89237WAD9 TAOT 16C A3	230,173.53 1.14	03/13/2019 08/17/2020	0.00 09/13/2017	757.35 308.48	-0.01	0.00 1,065.82
89231LAB3 TAOT 16D A2A	0.00 1.06	07/15/2018 05/15/2019	0.00 10/12/2016	3.01 0.01	0.00	0.00 3.02
19121BGH6 The Coca-Cola Company	0.00 0.00	07/17/2018 07/17/2018	0.00 04/17/2018	0.00 444.44	0.00	0.00 444.44
88602UGL8 Thunder Bay Funding, LLC	0.00 0.00	07/20/2018 07/20/2018	0.00 05/21/2018	0.00 811.46	0.00	0.00 811.46

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Income Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Coupon	Effective Maturity, Final Maturity	Transfers In/Out, Settle Date	Interest/Dividend Income, Net Amortization/ Accretion Income	Net Realized Gain/ Loss	Base Expense, Base Net Income
88602UKN9 Thunder Bay Funding, LLC	1,000,000.00 0.00	10/22/2018 10/22/2018	0.00 09/25/2018	0.00 353.33	0.00	0.00 353.33
89236TBB0 TOYOTA MOTOR CREDIT CORP	189,000.00 2.10	01/17/2019 01/17/2019	0.00 04/26/2018	992.25 166.69	0.00	0.00 1,158.94
912828T42 UNITED STATES TREASURY	0.00 0.75	09/30/2018 09/30/2018	0.00 06/30/2017	1,864.75 1,368.98	0.00	0.00 3,233.74
912828T83 UNITED STATES TREASURY	1,000,000.00 0.75	10/31/2018 10/31/2018	0.00 09/19/2017	1,875.00 1,439.27	0.00	0.00 3,314.27
912828K5 UNITED STATES TREASURY	1,000,000.00 1.38	07/31/2019 07/31/2019	0.00 10/10/2017	2,316.58 213.15	0.00	0.00 2,529.73
912828K5 UNITED STATES TREASURY	0.00 1.38	07/31/2019 07/31/2019	0.00 10/10/2017	1,139.50 103.14	0.00	0.00 1,242.64
90331HNK5 US BANK NA	700,000.00 2.46	01/17/2020 01/17/2020	0.00 01/23/2018	4,407.69 0.00	0.00	0.00 4,407.69
90290AAB3 USAOT 171 A2	87,287.58 1.54	11/23/2018 02/18/2020	0.00 09/20/2017	479.59 0.94	0.00	0.00 480.53
92868LAB7 VALET 181 A2A	750,000.00 2.81	09/11/2019 07/20/2021	0.00 07/03/2018	5,151.67 0.74	0.00	0.00 5,152.41
92512MKX6 Versailles Commercial Paper LLC	750,000.00 0.00	10/31/2018 10/31/2018	0.00 07/20/2018	0.00 3,543.54	0.00	0.00 3,543.54
931142EF6 WALMART INC	700,000.00 2.41	06/23/2020 06/23/2020	0.00 06/27/2018	4,256.76 0.00	0.00	0.00 4,256.76
94975P405 WELLS FRGO GOVERNMENT CL I MMF	761,215.34 1.98	09/30/2018 09/30/2018	0.00 ---	4,614.94 0.00	0.00	0.00 4,614.94
---	44,493,747.50	04/09/2019	-192,511.00	173,856.24	-0.01	-12,918.42
---	1.44	05/22/2019	---	60,529.33		221,626.97

* Weighted by: Ending Base Market Value + Accrued. * Holdings Displayed by: Lot.

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

CE

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
94975P405 WELLS FRGO GOVERNMENT CL I MMF	761,215.34 1.0000	09/30/2018 1.98	09/30/2018	AAA Cash	1.82 1.82	761,215.34 761,215.34 0.00	761,215.34 0.00 761,215.34
CCYUSD Cash	48.69 1.0000	09/30/2018 0.00	09/30/2018	AAA Cash	0.00 0.00	48.69 48.69 0.00	48.69 0.00 48.69
CCYUSD Receivable	1,004,866.88 1.0000	09/30/2018 0.00	09/30/2018	AAA Cash	0.00 0.00	1,004,866.88 1,004,866.88 0.00	1,004,866.88 0.00 1,004,866.88
88602UKN9 Thunder Bay Funding, LLC	1,000,000.00 99.8532	10/22/2018 0.00	10/22/2018	A-1+ Financial	2.13 2.21	998,410.00 998,763.33 -231.33	998,532.00 0.00 998,532.00
63763QK97 National Securities Clearing Corporation	500,000.00 99.9337	10/09/2018 0.00	10/09/2018	A-1+ Financial	2.22 2.17	497,250.00 499,755.56 -87.09	499,668.47 0.00 499,668.47
313397J36 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.9824	10/04/2018 0.00	10/04/2018	A-1+ Agency	1.92 1.06	996,551.39 999,840.83 -16.83	999,824.00 0.00 999,824.00
313397N49 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.7850	11/06/2018 0.00	11/06/2018	A-1+ Agency	2.03 1.99	996,016.11 997,980.00 -130.00	997,850.00 0.00 997,850.00
---	5,266,130.91	10/13/2018	10/13/2018	AAA	1.63	5,254,358.41	5,262,005.38
---	66.6935	0.29	---	---	1.47	5,262,470.63 -465.25	0.00 5,262,005.38

ST

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
24422ERR2 JOHN DEERE CAPITAL CORP	700,000.00 99.7463	04/17/2019 2.25	04/17/2019	A Industrial	2.48 2.71	698,278.00 699,145.47 -921.37	698,224.10 7,175.00 705,399.10
161571FK5 CHAIT 124 A	475,000.00 98.9715	08/15/2019 1.58	08/15/2019	AAA Asset Backed	2.68 2.78	468,283.20 470,577.76 -462.99	470,114.77 333.56 470,448.32
06406HCP2 BANK OF NEW YORK MELLON CORP	600,000.00 99.8817	01/15/2019 2.10	01/15/2019	AA- Financial	2.45 2.49	599,046.00 599,387.13 -96.93	599,290.20 2,660.00 601,950.20
89236TBB0 TOYOTA MOTOR CREDIT CORP	189,000.00 99.9136	01/17/2019 2.10	01/17/2019	AA- Industrial	2.45 2.38	188,518.05 188,804.32 32.38	188,836.70 815.85 189,652.55

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	450,000.00 99.8693	02/01/2019 2.15	02/01/2019	A+ Financial	2.62 2.53	448,204.50 449,301.12 110.73	449,411.85 1,612.50 451,024.35
69353RCH9 PNC BANK NA	750,000.00 99.8893	01/28/2019 2.20	01/28/2019	A+ Financial	2.15 2.53	750,345.00 750,091.72 -921.97	749,169.75 2,887.50 752,057.25
30231GAD4 EXXON MOBIL CORP	475,000.00 99.6559	03/15/2019 1.82	03/15/2019	AAA Industrial	2.39 2.57	472,962.25 473,786.18 -420.65	473,365.53 384.01 473,749.54
57636QAA2 MASTERCARD INC	500,000.00 99.7718	04/01/2019 2.00	04/01/2019	A Industrial	2.46 2.45	497,920.00 498,859.76 -0.76	498,859.00 5,000.00 503,859.00
06406HCU1 BANK OF NEW YORK MELLON CORP	250,000.00 99.7360	05/15/2019 2.20	05/15/2019	AA- Financial	2.18 2.62	250,047.50 250,020.92 -680.92	249,340.00 2,077.78 251,417.78
17305EFS9 CCCIT 14A6 A6	400,000.00 99.5086	07/15/2019 2.15	07/15/2019	AAA Asset Backed	2.69 2.77	397,562.50 398,326.41 -291.93	398,034.48 1,815.56 399,850.04
084670BL1 BERKSHIRE HATHAWAY INC	700,000.00 99.4897	08/14/2019 2.10	08/14/2019	AA Financial	2.54 2.69	696,311.00 697,395.52 -967.62	696,427.90 1,919.17 698,347.07
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	700,000.00 99.9804	11/05/2018 1.88	11/05/2018	A Financial	1.88 2.03	699,944.00 699,993.89 -131.09	699,862.80 5,322.92 705,185.72
166764BA7 CHEVRON CORP	500,000.00 99.9330	11/16/2018 1.79	11/16/2018	AA Industrial	1.82 2.28	499,860.00 499,980.43 -315.43	499,665.00 3,356.25 503,021.25
45950VHE9 INTERNATIONAL FINANCE CORP	1,000,000.00 99.8260	11/27/2018 1.25	11/27/2018	AAA Government	1.54 2.31	996,870.00 999,558.40 -1,298.40	998,260.00 4,305.56 1,002,565.56
06050TME9 BANK OF AMERICA NA	500,000.00 99.9336	12/07/2018 2.05	12/07/2018	AA- Financial	1.97 2.38	500,360.00 500,073.31 -405.31	499,668.00 3,245.83 502,913.83
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	750,000.00 99.5776	02/22/2019 1.12	02/22/2019	AAA Agency	1.40 2.18	746,857.50 749,183.18 -2,351.18	746,832.00 910.00 747,742.00
46625HQU7 JPMORGAN CHASE & CO	700,000.00 99.6341	03/22/2019 1.85	03/22/2019	AA- Financial	1.85 2.62	699,958.00 699,985.92 -2,547.22	697,438.70 323.75 697,762.45
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	500,000.00 99.2538	04/26/2019 1.25	04/26/2019	AAA Government	1.59 2.56	497,440.00 499,053.71 -2,784.71	496,269.00 2,690.97 498,959.97
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	300,000.00 99.2538	04/26/2019 1.25	04/26/2019	AAA Government	2.50 2.56	297,570.00 297,904.13 -142.72	297,761.40 1,614.58 299,375.98

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
07330NAL9 BRANCH BANKING AND TRUST CO	450,000.00 99.3081	05/10/2019 1.45	05/10/2019	A+ Financial	2.67 2.59	445,333.50 446,726.04 160.41	446,886.45 2,555.63 449,442.08
14041NFC0 COMET 161 A	600,000.00 100.2221	04/15/2019 2.61	04/15/2019	AAA Asset Backed	2.26 2.23	603,398.44 601,164.50 167.92	601,332.42 608.64 601,941.06
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	700,000.00 99.1824	05/18/2019 1.35	05/18/2019	A Industrial	2.56 2.63	690,984.00 694,786.20 -509.40	694,276.80 3,491.25 697,768.05
161571HC1 CHAIT 162 A	300,000.00 99.0458	06/17/2019 1.37	06/16/2019	AAA Asset Backed	2.18 2.71	296,671.88 298,299.84 -1,162.47	297,137.37 182.67 297,320.04
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 98.9445	07/26/2019 1.25	07/26/2019	AAA Agency	2.38 2.55	493,250.00 495,479.78 -757.28	494,722.50 1,128.47 495,850.97
14041NFE6 COMET 163 A	250,000.00 99.0385	06/17/2019 1.34	06/17/2019	AAA Asset Backed	2.69 2.73	246,474.61 247,652.76 -56.54	247,596.23 148.89 247,745.11
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 99.5414	01/30/2019 0.95	01/30/2019	AAA Agency	2.32 2.31	494,966.50 497,777.18 -70.18	497,707.00 804.86 498,511.86
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	500,000.00 99.5414	01/30/2019 0.95	01/30/2019	AAA Agency	2.25 2.31	495,470.00 497,883.67 -176.67	497,707.00 804.86 498,511.86
14041NFF3 COMET 164 A	400,000.00 98.7202	08/15/2019 1.33	08/15/2019	AAA Asset Backed	2.76 2.82	395,000.00 395,152.44 -271.72	394,880.72 236.44 395,117.16
65477XAD6 NALT 16B A3	143,357.40 99.8982	07/15/2019 1.50	11/05/2018	AAA Asset Backed	1.71 2.49	143,167.00 143,324.27 -112.76	143,211.50 95.57 143,307.07
912828T83 UNITED STATES TREASURY	1,000,000.00 99.8937	10/31/2018 0.75	10/31/2018	AAA Government	1.33 1.93	993,632.81 999,530.67 -593.67	998,937.00 3,138.59 1,002,075.59
3130AAE46 FEDERAL HOME LOAN BANKS	1,000,000.00 99.7037	01/16/2019 1.25	01/16/2019	AAA Agency	2.12 2.24	993,460.00 997,482.81 -445.81	997,037.00 2,604.17 999,641.17
17325FAB4 CITIBANK NA	750,000.00 100.1227	03/20/2019 2.68	03/20/2019	A+ Financial	2.69 2.67	750,000.00 750,000.00 920.25	750,920.25 613.59 751,533.84
055657AB6 BMWLT 171 A2	34,892.31 99.8983	07/22/2019 1.64	11/09/2018	AAA Asset Backed	1.66 2.34	34,888.66 34,892.01 -35.20	34,856.81 17.48 34,874.30
58769DAB6 MBALT 17A A2A	84,538.51 99.9706	08/15/2019 1.53	11/16/2018	AAA Asset Backed	1.53 1.77	84,538.42 84,538.50 -24.84	84,513.65 57.49 84,571.14

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
3130ABF92 FEDERAL HOME LOAN BANKS	1,000,000.00 99.2630	05/28/2019 1.38	05/28/2019	AAA Agency	2.22 2.50	990,700.00 994,538.82 -1,908.82	992,630.00 4,697.92 997,327.92
9128282K5 UNITED STATES TREASURY	1,000,000.00 99.0117	07/31/2019 1.38	07/31/2019	AAA Government	1.50 2.57	997,734.38 998,958.30 -8,841.30	990,117.00 2,316.58 992,433.58
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	1,000,000.00 99.7798	12/21/2018 1.30	12/21/2018	AAA Agency	1.36 2.25	999,326.00 999,880.28 -2,082.28	997,798.00 3,611.11 1,001,409.11
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	750,000.00 99.4470	05/01/2019 1.72	05/01/2019	A+ Municipal	1.72 2.66	750,000.00 750,000.00 -4,147.50	745,852.50 5,378.13 751,230.63
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	150,000.00 99.4610	08/01/2019 2.10	08/01/2019	AA Municipal	2.30 2.74	149,553.00 149,752.48 -560.98	149,191.50 524.50 149,716.00
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	750,000.00 99.5560	07/01/2019 2.01	07/01/2019	AA+ Municipal	2.01 2.60	750,000.00 750,000.00 -3,330.00	746,670.00 3,770.63 750,440.63
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,000.00 99.8400	06/01/2019 2.48	06/01/2019	AA+ Municipal	2.49 2.71	500,000.00 500,000.00 -800.00	499,200.00 4,141.67 503,341.67
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	500,000.00 100.0012	01/15/2019 2.38	01/15/2019	AAA Government	2.33 2.49	500,367.75 500,142.79 -136.79	500,006.00 2,544.41 502,550.41
313312EK2 FEDERAL FARM CREDIT BANKS	1,000,000.00 98.6976	04/16/2019 0.00	04/16/2019	A-1+ Agency	2.19 2.38	978,201.39 988,234.72 -1,258.72	986,976.00 0.00 986,976.00
313397S28 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.6003	12/06/2018 0.00	12/06/2018	A-1+ Agency	2.03 2.09	992,909.17 996,315.00 -312.00	996,003.00 0.00 996,003.00
544351MK2 LOS ANGELES CALIF	750,000.00 101.2010	09/01/2019 4.00	09/01/2019	AA Municipal	2.55 2.66	762,082.50 759,729.90 -722.40	759,007.50 6,583.33 765,590.83
92512MKX6 Versailles Commercial Paper LLC	750,000.00 99.7964	10/31/2018 0.00	10/31/2018	A-1+ Financial	2.35 2.29	745,000.21 748,543.75 -70.69	748,473.06 0.00 748,473.06
313397Q20 FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00 99.7014	11/20/2018 0.00	11/20/2018	A-1+ Agency	2.02 2.03	994,111.11 997,222.22 -208.22	997,014.00 0.00 997,014.00
313385R81 FEDERAL HOME LOAN BANKS	1,000,000.00 99.6124	12/04/2018 0.00	12/04/2018	A-1+ Agency	2.08 2.09	993,247.78 996,337.78 -213.78	996,124.00 0.00 996,124.00
313396ATO FEDERAL HOME LOAN MORTGAGE CORP	900,000.00 99.3218	01/18/2019 0.00	01/18/2019	A-1+ Agency	2.17 2.19	892,797.50 894,141.25 -245.05	893,896.20 0.00 893,896.20

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
313312LV0 FEDERAL FARM CREDIT BANKS	1,000,000.00 97.5430	09/17/2019 0.00	09/17/2019	A-1+ Agency	2.62 2.56	974,514.17 974,942.50 487.50	975,430.00 0.00 975,430.00
---	30,701,788.21	03/18/2019	03/16/2019	AA+	2.13	30,538,118.28	30,562,942.64
---	99.5516	1.37	---	---	2.42	30,604,859.70 -41,917.07	98,507.64 30,661,450.28

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Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
09247XAE1 BLACKROCK INC	700,000.00 102.5158	12/10/2019 5.00	12/10/2019	AA- Financial	2.81 2.85	722,435.00 717,744.05 -133.45	717,610.60 10,791.67 728,402.27
31680GAD8 FITAT 151 A3	111,276.11 99.8529	03/16/2020 1.42	11/16/2018	AAA Asset Backed	1.59 2.54	111,163.09 111,248.12 -135.69	111,112.43 70.23 111,182.66
89237WAD9 TAOT 16C A3	230,173.53 99.3313	08/17/2020 1.14	03/13/2019	AAA Asset Backed	1.63 2.66	229,202.48 229,671.48 -1,037.12	228,634.36 116.62 228,750.98
438124AC3 HAROT 163 A3	194,407.10 99.4097	05/18/2020 1.16	02/23/2019	AAA Asset Backed	2.02 2.67	193,176.87 193,686.57 -427.13	193,259.44 81.44 193,340.88
17305EFW0 CCCIT 16A1 A1	450,000.00 98.7233	11/19/2019 1.75	11/19/2019	AAA Asset Backed	2.76 2.89	443,056.64 444,974.56 -719.89	444,254.67 2,887.50 447,142.17
02587AAJ3 AMXCA 171 A	500,000.00 98.6137	02/18/2020 1.93	02/18/2020	AAA Asset Backed	2.83 2.92	492,539.06 494,057.14 -988.84	493,068.30 428.89 493,497.19
055657AC4 BMWLT 171 A3	400,000.00 99.6024	05/20/2020 1.98	04/26/2019	AAA Asset Backed	2.94 2.70	397,531.25 398,228.81 180.75	398,409.56 242.00 398,651.56
65478GAD2 NAROT 17B A3	450,000.00 98.5414	10/15/2021 1.75	12/15/2019	AAA Asset Backed	2.70 3.00	442,212.89 443,316.35 119.90	443,436.26 350.00 443,786.26
90290AAB3 USAOT 171 A2	87,287.58 99.8416	02/18/2020 1.54	11/23/2018	AAA Asset Backed	1.55 2.58	87,285.95 87,287.15 -137.81	87,149.34 59.74 87,209.08
3130ACLX0 FEDERAL HOME LOAN BANKS	500,000.00 98.7867	10/30/2019 1.63	10/30/2019	AAA Agency	2.71 2.76	494,187.00 494,245.42 -311.92	493,933.50 3,407.99 497,341.49
05584PAB3 BMWLT 172 A2A	242,684.05 99.6418	02/20/2020 1.80	02/12/2019	AAA Asset Backed	1.82 2.79	242,662.84 242,676.19 -861.53	241,814.66 133.48 241,948.14

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Balance Sheet Classification

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1,000,000.00 98.9793	10/15/2019 1.75	10/15/2019	AAA Government	2.69 2.75	990,090.00 990,443.03 -650.03	989,793.00 8,069.44 997,862.44
90331HNK5 US BANK NA	700,000.00 99.9662	01/17/2020 2.46	01/17/2020	AA- Financial	2.50 3.09	700,000.00 700,000.00 -236.60	699,763.40 3,636.81 703,400.21
47788CAB8 JDOT 2018 A2	160,000.00 99.8426	10/15/2020 2.42	04/29/2019	AAA Asset Backed	2.44 2.71	159,993.01 159,995.41 -247.33	159,748.08 172.09 159,920.17
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,000.00 99.7300	11/01/2019 2.71	11/01/2019	AA+ Municipal	2.71 2.96	500,000.00 500,000.00 -1,350.00	498,650.00 4,557.67 503,207.67
369550BA5 GENERAL DYNAMICS CORP	250,000.00 99.7584	05/11/2020 2.88	05/11/2020	A+ Industrial	2.97 3.03	249,620.00 249,630.68 -234.68	249,396.00 2,795.14 252,191.14
931142EF6 WALMART INC	700,000.00 100.1821	06/23/2020 2.41	06/23/2020	AA Industrial	2.44 2.88	700,000.00 700,000.00 1,274.70	701,274.70 327.54 701,602.24
92868LAB7 VALET 181 A2A	750,000.00 99.9140	07/20/2021 2.81	09/11/2019	AAA Asset Backed	2.83 2.92	749,993.85 749,994.59 -639.74	749,354.85 643.96 749,998.81
58772RAB0 MBART 181 A2A	600,000.00 99.9328	04/15/2021 2.71	07/15/2019	AAA Asset Backed	2.73 2.81	599,979.78 599,981.96 -385.16	599,596.80 722.67 600,319.47
---	8,525,828.38	05/23/2020	10/22/2019	AA+	2.61	8,505,129.72	8,500,259.94
---	99.7123	2.38	---	---	2.86	8,507,181.50 -6,921.56	39,494.86 8,539,754.80

Summary

Identifier, Description	Base Current Units, Market Price	Final Maturity, Coupon	Effective Maturity	Rating, Market Sector	Book Yield, Yield	Base Original Cost, Base Book Value, Base Net Total Unrealized Gain/Loss	Base Market Value, Base Accrued Balance, Base Market Value + Accrued
---	44,493,747.50	05/22/2019	04/09/2019	AA+	2.17	44,297,606.42	44,325,207.96
---	95.6939	1.44	---	---	2.39	44,374,511.84 -49,303.87	138,002.49 44,463,210.46

* Grouped by: BS Class 2. * Groups Sorted by: BS Class 2. * Weighted by: Base Market Value + Accrued, except Book Yield by Base Book Value + Accrued.

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

* Does not Lock Down.

Buy

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
08/01/2018 08/03/2018	06406HCP2 BANK OF NEW YORK MELLON CORP	RAMIREZ & CO INC 01/15/2019 2.10	600,000.00 600,000.00 99.84	0.00 599,046.00	0.00 630.00	0.00 -599,676.00
09/19/2018 09/21/2018	14041NFF3 COMET 164 A	INTL FCStone L.P. 08/15/2019 1.33	400,000.00 400,000.00 98.75	0.00 395,000.00	0.00 88.67	0.00 -395,088.67
09/18/2018 09/27/2018	3130ACLX0 FEDERAL HOME LOAN BANKS	FIRST TENNESSEE BANK N A BOND 10/30/2019 1.63	500,000.00 500,000.00 98.84	0.00 494,187.00	0.00 3,317.71	0.00 -497,504.71
09/25/2018 09/25/2018	313312LV0 FEDERAL FARM CREDIT BANKS	APX Asset 09/17/2019 0.00	1,000,000.00 1,000,000.00 97.45	0.00 974,514.17	0.00 0.00	0.00 -974,514.17
07/26/2018 07/27/2018	313385D29 FEDERAL HOME LOAN BANKS	APX Asset 08/24/2018 0.00	1,000,000.00 1,000,000.00 99.85	0.00 998,533.11	0.00 0.00	0.00 -998,533.11
08/07/2018 08/08/2018	313385R81 FEDERAL HOME LOAN BANKS	FIRST TENNESSEE BANK N A BOND 12/04/2018 0.00	1,000,000.00 1,000,000.00 99.32	0.00 993,247.78	0.00 0.00	0.00 -993,247.78
09/06/2018 09/06/2018	313396AT0 FEDERAL HOME LOAN MORTGAGE CORP	APX Asset 01/18/2019 0.00	900,000.00 900,000.00 99.20	0.00 892,797.50	0.00 0.00	0.00 -892,797.50
07/31/2018 07/31/2018	313397J36 FEDERAL HOME LOAN MORTGAGE CORP	APX Asset 10/04/2018 0.00	1,000,000.00 1,000,000.00 99.66	0.00 996,551.39	0.00 0.00	0.00 -996,551.39
08/27/2018 08/27/2018	313397N49 FEDERAL HOME LOAN MORTGAGE CORP	FIRST TENNESSEE BANK N A BOND 11/06/2018 0.00	1,000,000.00 1,000,000.00 99.60	0.00 996,016.11	0.00 0.00	0.00 -996,016.11
08/06/2018 08/06/2018	313397Q20 FEDERAL HOME LOAN MORTGAGE CORP	APX Asset 11/20/2018 0.00	1,000,000.00 1,000,000.00 99.41	0.00 994,111.11	0.00 0.00	0.00 -994,111.11
08/01/2018 08/01/2018	313397S28 FEDERAL HOME LOAN MORTGAGE CORP	APX Asset 12/06/2018 0.00	1,000,000.00 1,000,000.00 99.29	0.00 992,909.17	0.00 0.00	0.00 -992,909.17
09/12/2018 09/14/2018	369550BA5 GENERAL DYNAMICS CORP	APX Asset 05/11/2020 2.88	250,000.00 250,000.00 99.85	0.00 249,620.00	0.00 2,455.73	0.00 -252,075.73
08/28/2018 08/30/2018	43814TAB8 HAROT 171 A2	J.P. Morgan Securities Inc. (AU) 07/22/2019 1.42	135,000.00 8,983.68 99.93	0.00 8,977.01	0.00 3.19	0.00 -8,980.20
09/13/2018 09/17/2018	4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	APX Asset 10/15/2019 1.75	1,000,000.00 1,000,000.00 99.01	0.00 990,090.00	0.00 7,388.89	0.00 -997,478.89

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income



Page 65

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
08/27/2018 08/29/2018	459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	CastleOak Securities LP 04/26/2019 1.25	300,000.00 300,000.00 99.19	0.00 297,570.00	0.00 1,281.25	0.00 -298,851.25
07/26/2018 07/27/2018	50000BHFO Koch Resources, LLC	J.P. Morgan Securities Inc. (AU) 08/15/2018 0.00	1,000,000.00 1,000,000.00 99.90	0.00 998,955.00	0.00 0.00	0.00 -998,955.00
08/15/2018 08/15/2018	50000EJ54 Koch Industries, Inc.	Bank of America 09/05/2018 0.00	1,000,000.00 1,000,000.00 99.89	0.00 998,850.83	0.00 0.00	0.00 -998,850.83
07/17/2018 07/25/2018	58772RAB0 MBART 181 A2A	APX Asset 04/15/2021 2.71	600,000.00 600,000.00 100.00	0.00 599,979.78	0.00 0.00	0.00 -599,979.78
07/11/2018 07/11/2018	63763QK97 National Securities Clearing Corporation	BARCLAYS CAPITAL INC. 10/09/2018 0.00	500,000.00 500,000.00 99.45	0.00 497,250.00	0.00 0.00	0.00 -497,250.00
07/26/2018 07/30/2018	67983UJR5 Old Line Funding, LLC	Goldman Sachs & Co. (AU) 09/25/2018 0.00	1,000,000.00 1,000,000.00 99.67	0.00 996,722.50	0.00 0.00	0.00 -996,722.50
09/25/2018 09/25/2018	88602UKN9 Thunder Bay Funding, LLC	RBC CAPITAL MARKETS 10/22/2018 0.00	1,000,000.00 1,000,000.00 99.84	0.00 998,410.00	0.00 0.00	0.00 -998,410.00
07/20/2018 07/20/2018	92512MKX6 Versailles Commercial Paper LLC	CS First Boston (BR) 10/31/2018 0.00	750,000.00 750,000.00 99.33	0.00 745,000.21	0.00 0.00	0.00 -745,000.21
07/02/2018 07/02/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	9,601.28 9,601.28 1.00	9,601.28 9,601.28	0.00 0.00	0.00 -9,601.28
07/05/2018 07/05/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	93.10 93.10 1.00	93.10 93.10	0.00 0.00	0.00 -93.10
07/09/2018 07/09/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	66.72 66.72 1.00	66.72 66.72	0.00 0.00	0.00 -66.72
07/10/2018 07/10/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	1,000,000.00 1,000,000.00 1.00	1,000,000.00 1,000,000.00	0.00 0.00	0.00 -1,000,000.00
07/11/2018 07/11/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	500,000.00 500,000.00 1.00	500,000.00 500,000.00	0.00 0.00	0.00 -500,000.00
07/16/2018 07/16/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	69,778.86 69,778.86 1.00	69,778.86 69,778.86	0.00 0.00	0.00 -69,778.86
07/16/2018 07/16/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	126,170.17 126,170.17 1.00	126,170.17 126,170.17	0.00 0.00	0.00 -126,170.17
07/17/2018 07/17/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	4,384.35 4,384.35 1.00	4,384.35 4,384.35	0.00 0.00	0.00 -4,384.35

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income



Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
07/17/2018	94975P405	Direct	505,010.94	505,010.94	0.00	0.00
07/17/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	505,010.94 1.00	505,010.94	0.00	-505,010.94
07/18/2018	94975P405	Direct	24,699.21	24,699.21	0.00	0.00
07/18/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	24,699.21 1.00	24,699.21	0.00	-24,699.21
07/20/2018	94975P405	Direct	791,995.51	791,995.51	0.00	0.00
07/20/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	791,995.51 1.00	791,995.51	0.00	-791,995.51
07/23/2018	94975P405	Direct	54,121.22	54,121.22	0.00	0.00
07/23/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	54,121.22 1.00	54,121.22	0.00	-54,121.22
07/26/2018	94975P405	Direct	3,125.00	3,125.00	0.00	0.00
07/26/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	3,125.00 1.00	3,125.00	0.00	-3,125.00
07/27/2018	94975P405	Direct	6,261.89	6,261.89	0.00	0.00
07/27/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	6,261.89 1.00	6,261.89	0.00	-6,261.89
07/30/2018	94975P405	Direct	21,527.50	21,527.50	0.00	0.00
07/30/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	21,527.50 1.00	21,527.50	0.00	-21,527.50
07/31/2018	94975P405	Direct	6,875.00	6,875.00	0.00	0.00
07/31/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	6,875.00 1.00	6,875.00	0.00	-6,875.00
08/01/2018	94975P405	Direct	2,253,498.92	2,253,498.92	0.00	0.00
08/01/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	2,253,498.92 1.00	2,253,498.92	0.00	-2,253,498.92
08/02/2018	94975P405	Direct	1,000,000.00	1,000,000.00	0.00	0.00
08/02/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	1,000,000.00 1.00	1,000,000.00	0.00	-1,000,000.00
08/14/2018	94975P405	Direct	7,350.00	7,350.00	0.00	0.00
08/14/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	7,350.00 1.00	7,350.00	0.00	-7,350.00
08/15/2018	94975P405	Direct	1,148,335.95	1,148,335.95	0.00	0.00
08/15/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	1,148,335.95 1.00	1,148,335.95	0.00	-1,148,335.95
08/15/2018	94975P405	Direct	903.33	903.33	0.00	0.00
08/15/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	903.33 1.00	903.33	0.00	-903.33
08/20/2018	94975P405	Direct	62,585.75	62,585.75	0.00	0.00
08/20/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	62,585.75 1.00	62,585.75	0.00	-62,585.75
08/21/2018	94975P405	Direct	2,751.46	2,751.46	0.00	0.00
08/21/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	2,751.46 1.00	2,751.46	0.00	-2,751.46
08/22/2018	94975P405	Direct	54,375.40	54,375.40	0.00	0.00
08/22/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	54,375.40 1.00	54,375.40	0.00	-54,375.40

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income



Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
08/24/2018	94975P405	Direct	1,000,000.00	1,000,000.00	0.00	0.00
08/24/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.82	1,000,000.00 1.00	1,000,000.00	0.00	-1,000,000.00
09/04/2018	94975P405	Direct	1,140.14	1,140.14	0.00	0.00
09/04/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,140.14 1.00	1,140.14	0.00	-1,140.14
09/05/2018	94975P405	Direct	1,000,000.00	1,000,000.00	0.00	0.00
09/05/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,000,000.00 1.00	1,000,000.00	0.00	-1,000,000.00
09/12/2018	94975P405	Direct	1,500,000.00	1,500,000.00	0.00	0.00
09/12/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,500,000.00 1.00	1,500,000.00	0.00	-1,500,000.00
09/13/2018	94975P405	Direct	9,030.00	9,030.00	0.00	0.00
09/13/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	9,030.00 1.00	9,030.00	0.00	-9,030.00
09/17/2018	94975P405	Direct	24,345.00	24,345.00	0.00	0.00
09/17/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	24,345.00 1.00	24,345.00	0.00	-24,345.00
09/18/2018	94975P405	Direct	48,200.96	48,200.96	0.00	0.00
09/18/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	48,200.96 1.00	48,200.96	0.00	-48,200.96
09/20/2018	94975P405	Direct	45,098.06	45,098.06	0.00	0.00
09/20/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	45,098.06 1.00	45,098.06	0.00	-45,098.06
09/20/2018	94975P405	Direct	1,410.69	1,410.69	0.00	0.00
09/20/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,410.69 1.00	1,410.69	0.00	-1,410.69
09/20/2018	94975P405	Direct	1,756.25	1,756.25	0.00	0.00
09/20/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,756.25 1.00	1,756.25	0.00	-1,756.25
09/24/2018	94975P405	Direct	770,455.75	770,455.75	0.00	0.00
09/24/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	770,455.75 1.00	770,455.75	0.00	-770,455.75
09/25/2018	94975P405	Direct	750.00	750.00	0.00	0.00
09/25/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	750.00 1.00	750.00	0.00	-750.00
09/25/2018	94975P405	Direct	1,100,000.00	1,100,000.00	0.00	0.00
09/25/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	1,100,000.00 1.00	1,100,000.00	0.00	-1,100,000.00
09/26/2018	94975P405	Direct	709,187.50	709,187.50	0.00	0.00
09/26/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	709,187.50 1.00	709,187.50	0.00	-709,187.50
---	---	---	30,799,885.91	13,864,885.91	0.00	0.00
---	---	12/09/2018 1.08	30,673,869.59 ---	30,573,224.58	15,165.44	-30,588,390.02

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Maturity

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
08/01/2018 08/01/2018	06406HCL1 BANK OF NEW YORK MELLON CORP	Maturity 08/01/2018 2.10	-475,000.00 -475,000.00 100.00	0.00 -475,000.00	0.00 0.00	0.00 475,000.00
08/01/2018 08/01/2018	190335JC4 COAST CMNTY COLLEGE DIST CALIF	Maturity 08/01/2018 1.43	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
07/17/2018 07/17/2018	19121BGH6 The Coca-Cola Company	Maturity 07/17/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/15/2018 09/15/2018	235851AN2 DANAHER CORP	Maturity 09/15/2018 1.65	-300,000.00 -300,000.00 100.00	0.00 -300,000.00	0.00 0.00	0.00 300,000.00
08/24/2018 08/24/2018	313385D29 FEDERAL HOME LOAN BANKS	Maturity 08/24/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
07/10/2018 07/10/2018	313385ZD1 FEDERAL HOME LOAN BANKS	Maturity 07/10/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
07/27/2018 07/27/2018	313385ZW9 FEDERAL HOME LOAN BANKS	Maturity 07/27/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
08/02/2018 08/02/2018	313397A43 FEDERAL HOME LOAN MORTGAGE CORP	Maturity 08/02/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
07/30/2018 07/30/2018	3134G34F4 FREDDIE MAC	Maturity 07/30/2018 1.05	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
07/27/2018 07/27/2018	3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	Maturity 07/27/2018 0.75	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
09/24/2018 09/24/2018	40428HPJ5 HSBC USA INC (NEW)	Maturity 09/24/2018 2.63	-250,000.00 -250,000.00 100.00	0.00 -250,000.00	0.00 0.00	0.00 250,000.00
09/24/2018 09/24/2018	40428HPJ5 HSBC USA INC (NEW)	Maturity 09/24/2018 2.63	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/12/2018 09/12/2018	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	Maturity 09/12/2018 2.36	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/12/2018 09/12/2018	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	Maturity 09/12/2018 2.36	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/12/2018 09/12/2018	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	Maturity 09/12/2018 2.36	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
09/25/2018 09/25/2018	4581XOCK2 INTER-AMERICAN DEVELOPMENT BANK	Maturity 09/25/2018 1.50	-100,000.00 -100,000.00 100.00	0.00 -100,000.00	0.00 0.00	0.00 100,000.00
08/15/2018 08/15/2018	50000BHFO Koch Resources, LLC	Maturity 08/15/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
09/05/2018 09/05/2018	50000EJ54 Koch Industries, Inc.	Maturity 09/05/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
07/11/2018 07/11/2018	63763QGB7 National Securities Clearing Corporation	Maturity 07/11/2018 0.00	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
09/25/2018 09/25/2018	67983UJR5 Old Line Funding, LLC	Maturity 09/25/2018 0.00	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
08/01/2018 08/01/2018	79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	Maturity 08/01/2018 1.63	-500,000.00 -500,000.00 100.00	0.00 -500,000.00	0.00 0.00	0.00 500,000.00
08/01/2018 08/01/2018	798170AA4 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	Maturity 08/01/2018 1.90	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
07/20/2018 07/20/2018	88602UGL8 Thunder Bay Funding, LLC	Maturity 07/20/2018 0.00	-750,000.00 -750,000.00 100.00	0.00 -750,000.00	0.00 0.00	0.00 750,000.00
09/26/2018 09/26/2018	90521APJ1 MUFG UNION BANK NA	Maturity 09/26/2018 2.63	-700,000.00 -700,000.00 100.00	0.00 -700,000.00	0.00 0.00	0.00 700,000.00
09/30/2018 09/30/2018	912828T42 UNITED STATES TREASURY	Maturity 09/30/2018 0.75	-1,000,000.00 -1,000,000.00 100.00	0.00 -1,000,000.00	0.00 0.00	0.00 1,000,000.00
--- ---	--- ---	Maturity 08/18/2018 0.84	-17,325,000.00 -17,325,000.00 100.00	0.00 -17,325,000.00	0.00 0.00	0.00 17,325,000.00

Principal Paydown

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
07/20/2018 07/20/2018	055657AB6 BMWLT 171 A2	Direct 07/22/2019 1.64	0.00 -16,574.04 ---	0.00 -16,574.05	0.01 0.00	0.00 16,574.05
08/20/2018 08/20/2018	055657AB6 BMWLT 171 A2	Direct 07/22/2019 1.64	0.00 -17,464.87 ---	0.00 -17,464.87	0.00 0.00	0.00 17,464.87
09/20/2018 09/20/2018	055657AB6 BMWLT 171 A2	Direct 07/22/2019 1.64	0.00 -17,682.28 ---	0.00 -17,682.28	0.00 0.00	0.00 17,682.28

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income



Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
07/20/2018	05581RAD8	Direct	0.00	0.00	0.00	0.00
07/20/2018	BMWLT 161 A3	01/22/2019 1.34	-4,510.95 ---	-4,510.95	0.00	4,510.95
07/20/2018	05584PAB3	Direct	0.00	0.00	0.00	0.00
07/20/2018	BMWLT 172 A2A	02/20/2020 1.80	-23,940.97 ---	-23,940.97	0.00	23,940.97
08/20/2018	05584PAB3	Direct	0.00	0.00	0.00	0.00
08/20/2018	BMWLT 172 A2A	02/20/2020 1.80	-25,108.95 ---	-25,108.95	0.00	25,108.95
09/20/2018	05584PAB3	Direct	0.00	0.00	0.00	0.00
09/20/2018	BMWLT 172 A2A	02/20/2020 1.80	-26,939.49 ---	-26,939.49	0.00	26,939.49
07/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
07/15/2018	FITAT 151 A3	03/16/2020 1.42	-40,059.62 ---	-40,059.62	0.00	40,059.62
08/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
08/15/2018	FITAT 151 A3	03/16/2020 1.42	-40,239.98 ---	-40,239.98	0.00	40,239.98
09/15/2018	31680GAD8	Direct	0.00	0.00	0.00	0.00
09/15/2018	FITAT 151 A3	03/16/2020 1.42	-40,225.88 ---	-40,225.88	0.00	40,225.88
07/18/2018	438124AC3	Direct	0.00	0.00	0.00	0.00
07/18/2018	HAROT 163 A3	05/18/2020 1.16	-24,442.64 ---	-24,442.64	0.00	24,442.64
08/18/2018	438124AC3	Direct	0.00	0.00	0.00	0.00
08/18/2018	HAROT 163 A3	05/18/2020 1.16	-22,856.14 ---	-22,856.14	0.00	22,856.14
09/18/2018	438124AC3	Direct	0.00	0.00	0.00	0.00
09/18/2018	HAROT 163 A3	05/18/2020 1.16	-23,706.69 ---	-23,706.69	0.00	23,706.69
07/21/2018	43814TAB8	Direct	0.00	0.00	0.00	0.00
07/21/2018	HAROT 171 A2	07/22/2019 1.42	-53,934.06 ---	-53,934.06	0.00	53,934.06
08/21/2018	43814TAB8	Direct	0.00	0.00	0.00	0.00
08/21/2018	HAROT 171 A2	07/22/2019 1.42	-50,057.11 ---	-50,057.11	0.00	50,057.11
09/21/2018	43814TAB8	Direct	0.00	0.00	0.00	0.00
09/21/2018	HAROT 171 A2	07/22/2019 1.42	-49,909.31 ---	-49,909.31	0.00	49,909.31
09/21/2018	43814TAB8	Direct	0.00	0.00	0.00	0.00
09/21/2018	HAROT 171 A2	07/22/2019 1.42	-8,983.68 ---	-8,983.68	0.00	8,983.68
07/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
07/15/2018	MBALT 17A A2A	08/15/2019 1.53	-21,964.97 ---	-21,964.97	0.00	21,964.97
08/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
08/15/2018	MBALT 17A A2A	08/15/2019 1.53	-20,495.04 ---	-20,495.04	0.00	20,495.04

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
09/15/2018	58769DAB6	Direct	0.00	0.00	0.00	0.00
09/15/2018	MBALT 17A A2A	08/15/2019 1.53	-22,868.57 ---	-22,868.57	0.00	22,868.57
07/15/2018	65477XAD6	Direct	0.00	0.00	0.00	0.00
07/15/2018	NALT 16B A3	07/15/2019 1.50	-58,733.28 ---	-58,733.28	0.00	58,733.28
08/15/2018	65477XAD6	Direct	0.00	0.00	0.00	0.00
08/15/2018	NALT 16B A3	07/15/2019 1.50	-56,673.41 ---	-56,673.41	0.00	56,673.41
09/15/2018	65477XAD6	Direct	0.00	0.00	0.00	0.00
09/15/2018	NALT 16B A3	07/15/2019 1.50	-57,942.91 ---	-57,942.91	0.00	57,942.91
07/15/2018	89231LAB3	Direct	0.00	0.00	0.00	0.00
07/15/2018	TAOT 16D A2A	05/15/2019 1.06	-7,288.90 ---	-7,288.90	0.00	7,288.90
07/15/2018	89237WAD9	Direct	0.00	0.00	0.00	0.00
07/15/2018	TAOT 16C A3	08/17/2020 1.14	-24,954.08 ---	-24,954.08	0.00	24,954.08
08/15/2018	89237WAD9	Direct	0.00	0.00	0.00	0.00
08/15/2018	TAOT 16C A3	08/17/2020 1.14	-24,266.39 ---	-24,266.39	0.00	24,266.39
09/15/2018	89237WAD9	Direct	0.00	0.00	0.00	0.00
09/15/2018	TAOT 16C A3	08/17/2020 1.14	-24,103.44 ---	-24,103.44	0.00	24,103.44
07/15/2018	90290AAB3	Direct	0.00	0.00	0.00	0.00
07/15/2018	USAOT 171 A2	02/18/2020 1.54	-26,703.36 ---	-26,703.36	0.00	26,703.36
08/15/2018	90290AAB3	Direct	0.00	0.00	0.00	0.00
08/15/2018	USAOT 171 A2	02/18/2020 1.54	-25,746.98 ---	-25,746.98	0.00	25,746.98
09/15/2018	90290AAB3	Direct	0.00	0.00	0.00	0.00
09/15/2018	USAOT 171 A2	02/18/2020 1.54	-24,979.16 ---	-24,979.16	0.00	24,979.16
---	---	Direct	0.00	0.00	-0.01	0.00
---	---	11/24/2019 1.45	-883,357.17 ---	-883,357.16	0.00	883,357.16

Sell

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
07/03/2018	94975P405	Direct	-749,993.85	-749,993.85	0.00	0.00
07/03/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	-749,993.85 1.00	-749,993.85	0.00	749,993.85
07/11/2018	94975P405	Direct	-497,250.00	-497,250.00	0.00	0.00
07/11/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.78	-497,250.00 1.00	-497,250.00	0.00	497,250.00

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
07/12/2018 07/12/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	-762,082.50 -762,082.50 1.00	-762,082.50 -762,082.50	0.00 0.00	0.00 762,082.50
07/20/2018 07/20/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	-745,000.21 -745,000.21 1.00	-745,000.21 -745,000.21	0.00 0.00	0.00 745,000.21
07/25/2018 07/25/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	-599,979.78 -599,979.78 1.00	-599,979.78 -599,979.78	0.00 0.00	0.00 599,979.78
07/31/2018 07/31/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.78	-996,551.39 -996,551.39 1.00	-996,551.39 -996,551.39	0.00 0.00	0.00 996,551.39
08/01/2018 08/01/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-992,909.17 -992,909.17 1.00	-992,909.17 -992,909.17	0.00 0.00	0.00 992,909.17
08/03/2018 08/03/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-599,676.00 -599,676.00 1.00	-599,676.00 -599,676.00	0.00 0.00	0.00 599,676.00
08/06/2018 08/06/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-994,111.11 -994,111.11 1.00	-994,111.11 -994,111.11	0.00 0.00	0.00 994,111.11
08/08/2018 08/08/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-993,247.78 -993,247.78 1.00	-993,247.78 -993,247.78	0.00 0.00	0.00 993,247.78
08/15/2018 08/15/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-1,166,830.81 -1,166,830.81 1.00	-1,166,830.81 -1,166,830.81	0.00 0.00	0.00 1,166,830.81
08/27/2018 08/27/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-996,016.11 -996,016.11 1.00	-996,016.11 -996,016.11	0.00 0.00	0.00 996,016.11
08/29/2018 08/29/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-298,851.25 -298,851.25 1.00	-298,851.25 -298,851.25	0.00 0.00	0.00 298,851.25
08/30/2018 08/30/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.82	-8,980.20 -8,980.20 1.00	-8,980.20 -8,980.20	0.00 0.00	0.00 8,980.20
09/06/2018 09/06/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.98	-892,797.50 -892,797.50 1.00	-892,797.50 -892,797.50	0.00 0.00	0.00 892,797.50
09/14/2018 09/14/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.98	-252,075.73 -252,075.73 1.00	-252,075.73 -252,075.73	0.00 0.00	0.00 252,075.73
09/17/2018 09/17/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.98	-562,471.58 -562,471.58 1.00	-562,471.58 -562,471.58	0.00 0.00	0.00 562,471.58
09/21/2018 09/21/2018	94975P405 WELLS FRGO GOVERNMENT CL I MMF	Direct 09/30/2018 1.98	-336,195.69 -336,195.69 1.00	-336,195.69 -336,195.69	0.00 0.00	0.00 336,195.69

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Trading Activity

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
09/25/2018	94975P405	Direct	-1,972,924.17	-1,972,924.17	0.00	0.00
09/25/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	-1,972,924.17 1.00	-1,972,924.17	0.00	1,972,924.17
09/27/2018	94975P405	Direct	-497,504.71	-497,504.71	0.00	0.00
09/27/2018	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.98	-497,504.71 1.00	-497,504.71	0.00	497,504.71
---	94975P405	Direct	-14,915,449.54	-14,915,449.54	0.00	0.00
---	WELLS FRGO GOVERNMENT CL I MMF	09/30/2018 1.86	-14,915,449.54 1.00	-14,915,449.54	0.00	14,915,449.54

Summary

Trade Date, Settle Date	Identifier, Description	Broker/Dealer, Final Maturity, Coupon Rate	Base Original Units, Base Current Units, Price	Purchased Cost, Base Principal	Base Net Total Realized Gain, Base Accrued Interest	Base Commission, Base Amount
---	---	---	-1,440,563.63	-1,050,563.63	-0.01	0.00
---	---	10/27/2018 1.20	-2,449,937.12 ---	-2,550,582.12	15,165.44	2,535,416.68

* Grouped by: Transaction Type. * Groups Sorted by: Transaction Type. * Showing transactions with Trade Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

* Does not Lock Down.

Receivable

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/30/2018 09/30/2018	Maturity	-1,000,000.00	912828T42 UNITED STATES TREASURY	0.75	09/30/2018	100.00	1,000,000.00
09/28/2018 09/28/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	---	1,116.88
---	---	-1,000,000.00	---	---	09/30/2018	---	1,001,116.88
---	---	---	---	---	---	---	---

Settled

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/15/2018 07/15/2018	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
08/15/2018 08/15/2018	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
09/15/2018 09/15/2018	Coupon	0.00	02587AAJ3 AMXCA 171 A	1.93	02/18/2020	---	804.17
07/20/2018 07/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	118.37
07/20/2018 07/20/2018	Principal Paydown	-16,574.04	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	16,574.05
08/20/2018 08/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	95.72
08/20/2018 08/20/2018	Principal Paydown	-17,464.87	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	17,464.87
09/20/2018 09/20/2018	Coupon	0.00	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	71.85
09/20/2018 09/20/2018	Principal Paydown	-17,682.28	055657AB6 BMWLT 171 A2	1.64	07/22/2019	---	17,682.28
07/20/2018 07/20/2018	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	660.00
08/20/2018 08/20/2018	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	660.00
09/20/2018 09/20/2018	Coupon	0.00	055657AC4 BMWLT 171 A3	1.98	05/20/2020	---	660.00
07/20/2018 07/20/2018	Coupon	0.00	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	5.04
07/20/2018 07/20/2018	Principal Paydown	-4,510.95	05581RAD8 BMWLT 161 A3	1.34	01/22/2019	---	4,510.95
07/20/2018 07/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	478.01
07/20/2018 07/20/2018	Principal Paydown	-23,940.97	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	23,940.97

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/20/2018 08/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	442.10
08/20/2018 08/20/2018	Principal Paydown	-25,108.95	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	25,108.95
09/20/2018 09/20/2018	Coupon	0.00	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	404.44
09/20/2018 09/20/2018	Principal Paydown	-26,939.49	05584PAB3 BMWLT 172 A2A	1.80	02/20/2020	---	26,939.49
08/01/2018 08/01/2018	Coupon	0.00	06406HCL1 BANK OF NEW YORK MELLON CORP	2.10	08/01/2018	---	4,987.50
08/01/2018 08/01/2018	Maturity	-475,000.00	06406HCL1 BANK OF NEW YORK MELLON CORP	2.10	08/01/2018	100.00	475,000.00
08/01/2018 08/03/2018	Buy	600,000.00	06406HCP2 BANK OF NEW YORK MELLON CORP	2.10	01/15/2019	99.84	-599,676.00
08/14/2018 08/14/2018	Coupon	0.00	084670BL1 BERKSHIRE HATHAWAY INC	2.10	08/14/2019	---	7,350.00
07/16/2018 07/16/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.52	04/15/2019	---	1,303.68
08/15/2018 08/15/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.51	04/15/2019	---	1,260.81
09/17/2018 09/17/2018	Coupon	0.00	14041NFC0 COMET 161 A	2.61	04/15/2019	---	1,381.98
07/15/2018 07/15/2018	Coupon	0.00	14041NFE6 COMET 163 A	1.34	06/17/2019	---	279.17
08/15/2018 08/15/2018	Coupon	0.00	14041NFE6 COMET 163 A	1.34	06/17/2019	---	279.17
09/15/2018 09/15/2018	Coupon	0.00	14041NFE6 COMET 163 A	1.34	06/17/2019	---	279.17
09/19/2018 09/21/2018	Buy	400,000.00	14041NFF3 COMET 164 A	1.33	08/15/2019	98.75	-395,088.67
07/15/2018 07/15/2018	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
08/15/2018 08/15/2018	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
09/15/2018 09/15/2018	Coupon	0.00	161571FK5 CHAIT 124 A	1.58	08/15/2019	---	625.42
07/15/2018 07/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50
08/15/2018 08/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50
09/15/2018 09/15/2018	Coupon	0.00	161571HC1 CHAIT 162 A	1.37	06/17/2019	---	342.50
07/15/2018 07/15/2018	Coupon	0.00	17305EFS9 CCCIT 14A6 A6	2.15	07/15/2019	---	4,300.00
09/20/2018 09/20/2018	Coupon	0.00	17325FAB4 CITIBANK NA	2.68	03/20/2019	---	5,107.32

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/01/2018 08/01/2018	Coupon	0.00	190335JC4 COAST CMNTY COLLEGE DIST CALIF	1.43	08/01/2018	---	3,562.50
08/01/2018 08/01/2018	Maturity	-500,000.00	190335JC4 COAST CMNTY COLLEGE DIST CALIF	1.43	08/01/2018	100.00	500,000.00
07/17/2018 07/17/2018	Maturity	-500,000.00	19121BGH6 The Coca-Cola Company	0.00	07/17/2018	100.00	500,000.00
09/15/2018 09/15/2018	Coupon	0.00	235851AN2 DANAHER CORP	1.65	09/15/2018	---	2,475.00
09/15/2018 09/15/2018	Maturity	-300,000.00	235851AN2 DANAHER CORP	1.65	09/15/2018	100.00	300,000.00
09/15/2018 09/15/2018	Coupon	0.00	30231GAD4 EXXON MOBIL CORP	1.82	03/15/2019	---	4,320.13
07/16/2018 07/16/2018	Coupon	0.00	3130AAE46 FEDERAL HOME LOAN BANKS	1.25	01/16/2019	---	6,250.00
09/18/2018 09/27/2018	Buy	500,000.00	3130ACLX0 FEDERAL HOME LOAN BANKS	1.63	10/30/2019	98.84	-497,504.71
09/25/2018 09/25/2018	Buy	1,000,000.00	313312LV0 FEDERAL FARM CREDIT BANKS	0.00	09/17/2019	97.45	-974,514.17
07/26/2018 07/27/2018	Buy	1,000,000.00	313385D29 FEDERAL HOME LOAN BANKS	0.00	08/24/2018	99.85	-998,533.11
08/24/2018 08/24/2018	Maturity	-1,000,000.00	313385D29 FEDERAL HOME LOAN BANKS	0.00	08/24/2018	100.00	1,000,000.00
08/07/2018 08/08/2018	Buy	1,000,000.00	313385R81 FEDERAL HOME LOAN BANKS	0.00	12/04/2018	99.32	-993,247.78
07/10/2018 07/10/2018	Maturity	-1,000,000.00	313385ZD1 FEDERAL HOME LOAN BANKS	0.00	07/10/2018	100.00	1,000,000.00
07/27/2018 07/27/2018	Maturity	-1,000,000.00	313385ZW9 FEDERAL HOME LOAN BANKS	0.00	07/27/2018	100.00	1,000,000.00
09/06/2018 09/06/2018	Buy	900,000.00	313396AT0 FEDERAL HOME LOAN MORTGAGE CORP	0.00	01/18/2019	99.20	-892,797.50
08/02/2018 08/02/2018	Maturity	-1,000,000.00	313397A43 FEDERAL HOME LOAN MORTGAGE CORP	0.00	08/02/2018	100.00	1,000,000.00
07/31/2018 07/31/2018	Buy	1,000,000.00	313397J36 FEDERAL HOME LOAN MORTGAGE CORP	0.00	10/04/2018	99.66	-996,551.39
08/27/2018 08/27/2018	Buy	1,000,000.00	313397N49 FEDERAL HOME LOAN MORTGAGE CORP	0.00	11/06/2018	99.60	-996,016.11
08/06/2018 08/06/2018	Buy	1,000,000.00	313397Q20 FEDERAL HOME LOAN MORTGAGE CORP	0.00	11/20/2018	99.41	-994,111.11
08/01/2018 08/01/2018	Buy	1,000,000.00	313397S28 FEDERAL HOME LOAN MORTGAGE CORP	0.00	12/06/2018	99.29	-992,909.17
08/22/2018 08/22/2018	Coupon	0.00	3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	1.12	02/22/2019	---	4,200.00
07/30/2018 07/30/2018	Coupon	0.00	3134G34F4 FREDDIE MAC	1.05	07/30/2018	---	5,250.00

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/30/2018 07/30/2018	Maturity	-1,000,000.00	3134G34F4 FREDDIE MAC	1.05	07/30/2018	100.00	1,000,000.00
07/30/2018 07/30/2018	Coupon	0.00	3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	0.95	01/30/2019	---	4,750.00
07/26/2018 07/26/2018	Coupon	0.00	3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	1.25	07/26/2019	---	3,125.00
07/27/2018 07/27/2018	Coupon	0.00	3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.75	07/27/2018	---	3,750.00
07/27/2018 07/27/2018	Maturity	-1,000,000.00	3135G0L68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.75	07/27/2018	100.00	1,000,000.00
07/15/2018 07/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	274.30
07/15/2018 07/15/2018	Principal Paydown	-40,059.62	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	40,059.62
08/15/2018 08/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	226.89
08/15/2018 08/15/2018	Principal Paydown	-40,239.98	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	40,239.98
09/15/2018 09/15/2018	Coupon	0.00	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	179.28
09/15/2018 09/15/2018	Principal Paydown	-40,225.88	31680GAD8 FITAT 151 A3	1.42	03/16/2020	---	40,225.88
09/12/2018 09/14/2018	Buy	250,000.00	369550BA5 GENERAL DYNAMICS CORP	2.88	05/11/2020	99.85	-252,075.73
09/24/2018 09/24/2018	Maturity	-250,000.00	40428HPJ5 HSBC USA INC (NEW)	2.63	09/24/2018	100.00	250,000.00
09/24/2018 09/24/2018	Maturity	-500,000.00	40428HPJ5 HSBC USA INC (NEW)	2.63	09/24/2018	100.00	500,000.00
09/24/2018 09/24/2018	Coupon	0.00	40428HPJ5 HSBC USA INC (NEW)	2.63	09/24/2018	---	9,843.75
07/18/2018 07/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	256.57
07/18/2018 07/18/2018	Principal Paydown	-24,442.64	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	24,442.64
08/18/2018 08/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	232.94
08/18/2018 08/18/2018	Principal Paydown	-22,856.14	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	22,856.14
09/18/2018 09/18/2018	Coupon	0.00	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	210.84
09/18/2018 09/18/2018	Principal Paydown	-23,706.69	438124AC3 HAROT 163 A3	1.16	05/18/2020	---	23,706.69
07/21/2018 07/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	182.12

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/21/2018 07/21/2018	Principal Paydown	-53,934.06	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	53,934.06
08/21/2018 08/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	118.29
08/21/2018 08/21/2018	Principal Paydown	-50,057.11	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	50,057.11
08/28/2018 08/30/2018	Buy	8,983.68	43814TAB8 HAROT 171 A2	1.42	07/22/2019	99.93	-8,980.20
09/21/2018 09/21/2018	Principal Paydown	-49,909.31	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	49,909.31
09/21/2018 09/21/2018	Principal Paydown	-8,983.68	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	8,983.68
09/21/2018 09/21/2018	Coupon	0.00	43814TAB8 HAROT 171 A2	1.42	07/22/2019	---	69.69
09/12/2018 09/12/2018	Maturity	-500,000.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.36	09/12/2018	100.00	500,000.00
09/12/2018 09/12/2018	Maturity	-500,000.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.36	09/12/2018	100.00	500,000.00
09/12/2018 09/12/2018	Maturity	-500,000.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.36	09/12/2018	100.00	500,000.00
09/12/2018 09/12/2018	Coupon	0.00	458182DT6 INTER-AMERICAN DEVELOPMENT BANK	2.36	09/12/2018	---	9,030.00
07/16/2018 07/16/2018	Coupon	0.00	45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	2.38	01/15/2019	---	3,020.00
09/13/2018 09/17/2018	Buy	1,000,000.00	4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	1.75	10/15/2019	99.01	-997,478.89
09/25/2018 09/25/2018	Coupon	0.00	4581X0CK2 INTER-AMERICAN DEVELOPMENT BANK	1.50	09/25/2018	---	750.00
09/25/2018 09/25/2018	Maturity	-100,000.00	4581X0CK2 INTER-AMERICAN DEVELOPMENT BANK	1.50	09/25/2018	100.00	100,000.00
08/27/2018 08/29/2018	Buy	300,000.00	459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1.25	04/26/2019	99.19	-298,851.25
09/22/2018 09/22/2018	Coupon	0.00	46625HQU7 JPMORGAN CHASE & CO	1.85	03/22/2019	---	6,475.00
07/15/2018 07/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	322.67
08/15/2018 08/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	322.67
09/15/2018 09/15/2018	Coupon	0.00	47788CAB8 JDOT 2018 A2	2.42	10/15/2020	---	322.67
07/26/2018 07/27/2018	Buy	1,000,000.00	50000BHFO Koch Resources, LLC	0.00	08/15/2018	99.90	-998,955.00
08/15/2018 08/15/2018	Maturity	-1,000,000.00	50000BHFO Koch Resources, LLC	0.00	08/15/2018	100.00	1,000,000.00

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/15/2018 08/15/2018	Buy	1,000,000.00	50000EJ54 Koch Industries, Inc.	0.00	09/05/2018	99.89	-998,850.83
09/05/2018 09/05/2018	Maturity	-1,000,000.00	50000EJ54 Koch Industries, Inc.	0.00	09/05/2018	100.00	1,000,000.00
07/15/2018 07/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	191.08
07/15/2018 07/15/2018	Principal Paydown	-21,964.97	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	21,964.97
08/15/2018 08/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	163.08
08/15/2018 08/15/2018	Principal Paydown	-20,495.04	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	20,495.04
09/15/2018 09/15/2018	Coupon	0.00	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	136.94
09/15/2018 09/15/2018	Principal Paydown	-22,868.57	58769DAB6 MBALT 17A A2A	1.53	08/15/2019	---	22,868.57
07/17/2018 07/25/2018	Buy	600,000.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	100.00	-599,979.78
08/15/2018 08/15/2018	Coupon	0.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	903.33
09/15/2018 09/15/2018	Coupon	0.00	58772RAB0 MBART 181 A2A	2.71	04/15/2021	---	1,355.00
08/01/2018 08/01/2018	Coupon	0.00	637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	2.15	02/01/2019	---	4,837.50
07/11/2018 07/11/2018	Maturity	-500,000.00	63763QGB7 National Securities Clearing Corporation	0.00	07/11/2018	100.00	500,000.00
07/11/2018 07/11/2018	Buy	500,000.00	63763QK97 National Securities Clearing Corporation	0.00	10/09/2018	99.45	-497,250.00
07/15/2018 07/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	395.88
07/15/2018 07/15/2018	Principal Paydown	-58,733.28	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	58,733.28
08/15/2018 08/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	322.47
08/15/2018 08/15/2018	Principal Paydown	-56,673.41	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	56,673.41
09/15/2018 09/15/2018	Coupon	0.00	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	251.63
09/15/2018 09/15/2018	Principal Paydown	-57,942.91	65477XAD6 NALT 16B A3	1.50	07/15/2019	---	57,942.91
07/15/2018 07/15/2018	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	656.25
08/15/2018 08/15/2018	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	656.25

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/15/2018 09/15/2018	Coupon	0.00	65478GAD2 NAROT 17B A3	1.75	10/15/2021	---	656.25
07/26/2018 07/30/2018	Buy	1,000,000.00	67983UJR5 Old Line Funding, LLC	0.00	09/25/2018	99.67	-996,722.50
09/25/2018 09/25/2018	Maturity	-1,000,000.00	67983UJR5 Old Line Funding, LLC	0.00	09/25/2018	100.00	1,000,000.00
07/28/2018 07/28/2018	Coupon	0.00	69353RCH9 PNC BANK NA	2.20	01/28/2019	---	8,250.00
07/01/2018 07/01/2018	Coupon	0.00	797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	2.01	07/01/2019	---	7,666.94
08/01/2018 08/01/2018	Coupon	0.00	79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSE	1.63	08/01/2018	---	4,062.50
08/01/2018 08/01/2018	Maturity	-500,000.00	79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSE	1.63	08/01/2018	100.00	500,000.00
08/01/2018 08/01/2018	Coupon	0.00	798170AA4 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	1.90	08/01/2018	---	7,117.50
08/01/2018 08/01/2018	Maturity	-750,000.00	798170AA4 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	1.90	08/01/2018	100.00	750,000.00
08/01/2018 08/01/2018	Coupon	0.00	798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	2.10	08/01/2019	---	1,573.50
07/20/2018 07/20/2018	Maturity	-750,000.00	88602UGL8 Thunder Bay Funding, LLC	0.00	07/20/2018	100.00	750,000.00
09/25/2018 09/25/2018	Buy	1,000,000.00	88602UKN9 Thunder Bay Funding, LLC	0.00	10/22/2018	99.84	-998,410.00
07/15/2018 07/15/2018	Coupon	0.00	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	6.44
07/15/2018 07/15/2018	Principal Paydown	-7,288.90	89231LAB3 TAOT 16D A2A	1.06	05/15/2019	---	7,288.90
07/17/2018 07/17/2018	Coupon	0.00	89236TBB0 TOYOTA MOTOR CREDIT CORP	2.10	01/17/2019	---	1,984.50
07/15/2018 07/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	288.32
07/15/2018 07/15/2018	Principal Paydown	-24,954.08	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	24,954.08
08/15/2018 08/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	264.62
08/15/2018 08/15/2018	Principal Paydown	-24,266.39	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	24,266.39
09/15/2018 09/15/2018	Coupon	0.00	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	241.56

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/15/2018 09/15/2018	Principal Paydown	-24,103.44	89237WAD9 TAOT 16C A3	1.14	08/17/2020	---	24,103.44
07/15/2018 07/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	211.39
07/15/2018 07/15/2018	Principal Paydown	-26,703.36	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	26,703.36
08/15/2018 08/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	177.12
08/15/2018 08/15/2018	Principal Paydown	-25,746.98	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	25,746.98
09/15/2018 09/15/2018	Coupon	0.00	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	144.08
09/15/2018 09/15/2018	Principal Paydown	-24,979.16	90290AAB3 USAOT 171 A2	1.54	02/18/2020	---	24,979.16
07/17/2018 07/17/2018	Coupon	0.00	90331HNK5 US BANK NA	2.46	01/17/2020	---	4,384.35
09/26/2018 09/26/2018	Coupon	0.00	90521APJ1 MUFG UNION BANK NA	2.63	09/26/2018	---	9,187.50
09/26/2018 09/26/2018	Maturity	-700,000.00	90521APJ1 MUFG UNION BANK NA	2.63	09/26/2018	100.00	700,000.00
07/31/2018 07/31/2018	Coupon	0.00	9128282K5 UNITED STATES TREASURY	1.38	07/31/2019	---	6,875.00
09/30/2018 09/30/2018	Coupon	0.00	912828T42 UNITED STATES TREASURY	0.75	09/30/2018	---	3,750.00
07/20/2018 07/20/2018	Buy	750,000.00	92512MKX6 Versailles Commercial Paper LLC	0.00	10/31/2018	99.33	-745,000.21
08/20/2018 08/20/2018	Coupon	0.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	2,751.46
09/20/2018 09/20/2018	Coupon	0.00	92868LAB7 VALET 181 A2A	2.81	07/20/2021	---	1,756.25
09/24/2018 09/24/2018	Coupon	0.00	931142EF6 WALMART INC	2.41	06/23/2020	---	4,067.31
07/02/2018 07/02/2018	Buy	9,601.28	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-9,601.28
07/03/2018 07/03/2018	Sell	-749,993.85	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	749,993.85
07/05/2018 07/05/2018	Buy	93.10	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-93.10
07/09/2018 07/09/2018	Buy	66.72	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-66.72
07/10/2018 07/10/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-1,000,000.00
07/11/2018 07/11/2018	Buy	500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-500,000.00
07/11/2018 07/11/2018	Sell	-497,250.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	497,250.00

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
07/12/2018 07/12/2018	Sell	-762,082.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	762,082.50
07/16/2018 07/16/2018	Buy	69,778.86	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-69,778.86
07/16/2018 07/16/2018	Buy	126,170.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-126,170.17
07/17/2018 07/17/2018	Buy	4,384.35	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-4,384.35
07/17/2018 07/17/2018	Buy	505,010.94	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-505,010.94
07/18/2018 07/18/2018	Buy	24,699.21	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-24,699.21
07/20/2018 07/20/2018	Buy	791,995.51	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-791,995.51
07/20/2018 07/20/2018	Sell	-745,000.21	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	745,000.21
07/23/2018 07/23/2018	Buy	54,121.22	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-54,121.22
07/25/2018 07/25/2018	Sell	-599,979.78	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	599,979.78
07/26/2018 07/26/2018	Buy	3,125.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-3,125.00
07/27/2018 07/27/2018	Buy	6,261.89	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-6,261.89
07/30/2018 07/30/2018	Buy	21,527.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-21,527.50
07/31/2018 07/31/2018	Sell	-996,551.39	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	996,551.39
07/31/2018 07/31/2018	Buy	6,875.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	1.00	-6,875.00
07/31/2018 07/31/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.78	09/30/2018	---	2,357.92
08/01/2018 08/01/2018	Sell	-992,909.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	992,909.17
08/01/2018 08/01/2018	Buy	2,253,498.92	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-2,253,498.92
08/02/2018 08/02/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-1,000,000.00
08/03/2018 08/03/2018	Sell	-599,676.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	599,676.00
08/06/2018 08/06/2018	Sell	-994,111.11	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	994,111.11
08/08/2018 08/08/2018	Sell	-993,247.78	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	993,247.78
08/14/2018 08/14/2018	Buy	7,350.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-7,350.00

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
08/15/2018 08/15/2018	Sell	-1,166,830.81	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	1,166,830.81
08/15/2018 08/15/2018	Buy	1,148,335.95	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-1,148,335.95
08/15/2018 08/15/2018	Buy	903.33	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-903.33
08/20/2018 08/20/2018	Buy	62,585.75	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-62,585.75
08/21/2018 08/21/2018	Buy	2,751.46	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-2,751.46
08/22/2018 08/22/2018	Buy	54,375.40	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-54,375.40
08/24/2018 08/24/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	-1,000,000.00
08/27/2018 08/27/2018	Sell	-996,016.11	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	996,016.11
08/29/2018 08/29/2018	Sell	-298,851.25	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	298,851.25
08/30/2018 08/30/2018	Sell	-8,980.20	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	1.00	8,980.20
08/31/2018 08/31/2018	Money Market Funds	0.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.82	09/30/2018	---	1,140.14
09/04/2018 09/04/2018	Buy	1,140.14	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,140.14
09/05/2018 09/05/2018	Buy	1,000,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,000,000.00
09/06/2018 09/06/2018	Sell	-892,797.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	892,797.50
09/12/2018 09/12/2018	Buy	1,500,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,500,000.00
09/13/2018 09/13/2018	Buy	9,030.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-9,030.00
09/14/2018 09/14/2018	Sell	-252,075.73	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	252,075.73
09/17/2018 09/17/2018	Sell	-562,471.58	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	562,471.58
09/17/2018 09/17/2018	Buy	24,345.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-24,345.00
09/18/2018 09/18/2018	Buy	48,200.96	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-48,200.96
09/20/2018 09/20/2018	Buy	45,098.06	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-45,098.06
09/20/2018 09/20/2018	Buy	1,410.69	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,410.69
09/20/2018 09/20/2018	Buy	1,756.25	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,756.25

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Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
09/21/2018 09/21/2018	Sell	-336,195.69	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	336,195.69
09/24/2018 09/24/2018	Buy	770,455.75	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-770,455.75
09/25/2018 09/25/2018	Buy	750.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-750.00
09/25/2018 09/25/2018	Sell	-1,972,924.17	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	1,972,924.17
09/25/2018 09/25/2018	Buy	1,100,000.00	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-1,100,000.00
09/26/2018 09/26/2018	Buy	709,187.50	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	-709,187.50
09/27/2018 09/27/2018	Sell	-497,504.71	94975P405 WELLS FRGO GOVERNMENT CL I MMF	1.98	09/30/2018	1.00	497,504.71
07/05/2018 07/05/2018	Other Income	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	54.56
07/05/2018 07/05/2018	Other Income	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	38.54
07/09/2018 07/09/2018	Other Income	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	66.72
07/20/2018 07/20/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	-4,286.82
08/15/2018 08/15/2018	Cash Transfer	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	-192,511.00
08/20/2018 08/20/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	-4,274.97
09/20/2018 09/20/2018	Management Fee	0.00	CCYUSD US DOLLAR	0.00	09/30/2018	---	-4,356.63
---	---	-1,449,937.12	---	---	10/28/2018	---	1,513,892.05
---	---	---	---	---	---	---	---

Summary

Entry Date, Settle Date	Transaction Type	Base Current Units	Identifier, Description	Coupon Rate	Final Maturity	Price	Base Amount
---	---	-2,449,937.12	---	---	10/27/2018	---	2,515,008.93
---	---	---	---	---	---	---	---

* Grouped by: Status. * Groups Sorted by: Status. * Showing transactions with Entry Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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MMF Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

* Does not Lock Down.

Receivable

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
09/28/2018	09/28/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,116.88
09/28/2018	09/28/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,116.88

Settled

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
07/02/2018	07/02/2018	Buy	9,601.28	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-9,601.28
07/03/2018	07/03/2018	Sell	-749,993.85	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	749,993.85
07/05/2018	07/05/2018	Buy	93.10	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-93.10
07/09/2018	07/09/2018	Buy	66.72	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-66.72
07/10/2018	07/10/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
07/11/2018	07/11/2018	Buy	500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-500,000.00
07/11/2018	07/11/2018	Sell	-497,250.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	497,250.00
07/12/2018	07/12/2018	Sell	-762,082.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	762,082.50
07/16/2018	07/16/2018	Buy	69,778.86	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-69,778.86
07/16/2018	07/16/2018	Buy	126,170.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-126,170.17
07/17/2018	07/17/2018	Buy	4,384.35	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-4,384.35
07/17/2018	07/17/2018	Buy	505,010.94	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-505,010.94
07/18/2018	07/18/2018	Buy	24,699.21	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-24,699.21
07/20/2018	07/20/2018	Buy	791,995.51	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-791,995.51
07/20/2018	07/20/2018	Sell	-745,000.21	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	745,000.21
07/23/2018	07/23/2018	Buy	54,121.22	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-54,121.22
07/25/2018	07/25/2018	Sell	-599,979.78	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	599,979.78
07/26/2018	07/26/2018	Buy	3,125.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-3,125.00
07/27/2018	07/27/2018	Buy	6,261.89	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-6,261.89
07/30/2018	07/30/2018	Buy	21,527.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-21,527.50
07/31/2018	07/31/2018	Sell	-996,551.39	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	996,551.39
07/31/2018	07/31/2018	Buy	6,875.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-6,875.00
07/31/2018	07/31/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	2,357.92
08/01/2018	08/01/2018	Sell	-992,909.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	992,909.17
08/01/2018	08/01/2018	Buy	2,253,498.92	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,253,498.92
08/02/2018	08/02/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
08/03/2018	08/03/2018	Sell	-599,676.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	599,676.00
08/06/2018	08/06/2018	Sell	-994,111.11	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	994,111.11
08/08/2018	08/08/2018	Sell	-993,247.78	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	993,247.78
08/14/2018	08/14/2018	Buy	7,350.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-7,350.00
08/15/2018	08/15/2018	Sell	-1,166,830.81	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,166,830.81

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MMF Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
08/15/2018	08/15/2018	Buy	1,148,335.95	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,148,335.95
08/15/2018	08/15/2018	Buy	903.33	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-903.33
08/20/2018	08/20/2018	Buy	62,585.75	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-62,585.75
08/21/2018	08/21/2018	Buy	2,751.46	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-2,751.46
08/22/2018	08/22/2018	Buy	54,375.40	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-54,375.40
08/24/2018	08/24/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
08/27/2018	08/27/2018	Sell	-996,016.11	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	996,016.11
08/29/2018	08/29/2018	Sell	-298,851.25	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	298,851.25
08/30/2018	08/30/2018	Sell	-8,980.20	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	8,980.20
08/31/2018	08/31/2018	Money Market Funds	0.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,140.14
09/04/2018	09/04/2018	Buy	1,140.14	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,140.14
09/05/2018	09/05/2018	Buy	1,000,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,000,000.00
09/06/2018	09/06/2018	Sell	-892,797.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	892,797.50
09/12/2018	09/12/2018	Buy	1,500,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,500,000.00
09/13/2018	09/13/2018	Buy	9,030.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-9,030.00
09/14/2018	09/14/2018	Sell	-252,075.73	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	252,075.73
09/17/2018	09/17/2018	Sell	-562,471.58	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	562,471.58
09/17/2018	09/17/2018	Buy	24,345.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-24,345.00
09/18/2018	09/18/2018	Buy	48,200.96	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-48,200.96
09/20/2018	09/20/2018	Buy	45,098.06	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-45,098.06
09/20/2018	09/20/2018	Buy	1,410.69	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,410.69
09/20/2018	09/20/2018	Buy	1,756.25	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,756.25
09/21/2018	09/21/2018	Sell	-336,195.69	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	336,195.69
09/24/2018	09/24/2018	Buy	770,455.75	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-770,455.75
09/25/2018	09/25/2018	Buy	750.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-750.00
09/25/2018	09/25/2018	Sell	-1,972,924.17	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,972,924.17
09/25/2018	09/25/2018	Buy	1,100,000.00	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-1,100,000.00
09/26/2018	09/26/2018	Buy	709,187.50	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	-709,187.50
09/27/2018	09/27/2018	Sell	-497,504.71	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	497,504.71
---	---	---	-1,050,563.63	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,054,061.69

Summary

Entry Date	Settle Date	Transaction Type	Base Current Units	Identifier	Ticker	Description	Base Amount
---	---	---	-1,050,563.63	94975P405	GVIXX	WELLS FRGO GOVERNMENT CL I MMF	1,055,178.57

* Grouped by: Status. * Groups Sorted by: Status. * Filtered By: Security Type = "MMFUND". * Showing transactions with Entry Date within selected date range. * Weighted by: Absolute Value of Base Principal. * MMF transactions are expanded.

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MMF Transaction Detail

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
89237WAD9	301,261.48	0.00	-73,323.91	308.48	-0.01	0.00
TAOT 16C A3	0.00	0.00	0.00	-37.15	542.09	228,750.98
58769DAB6	149,720.93	0.00	-65,328.58	0.03	-0.01	0.00
MBALT 17A A2A	0.00	0.00	0.00	-44.42	223.19	84,571.14
65477XAD6	316,182.62	0.00	-173,349.60	129.85	-0.01	0.00
NALT 16B A3	0.00	0.00	0.00	-115.57	459.78	143,307.07
90290AAB3	164,418.42	0.00	-77,429.50	0.94	0.00	0.00
USAOT 171 A2	0.00	0.00	0.00	-53.00	272.23	87,209.08
05581RAD8	4,510.08	0.00	-4,510.95	0.12	0.00	0.00
BMWLT 161 A3	0.00	0.00	0.00	-1.85	2.59	0.00
05584PAB3	317,579.49	0.00	-75,989.41	6.41	0.00	0.00
BMWLT 172 A2A	0.00	0.00	0.00	-41.79	393.44	241,948.14
94975P405	1,811,778.97	-14,915,449.54	0.00	0.00	0.00	0.00
WELLS FRGO GOVERNMENT CL I MMF	13,864,885.91	0.00	0.00	0.00	0.00	761,215.34
CCYUSD	1.86	0.00	0.00	0.00	0.00	46.83
Cash	0.00	0.00	0.00	0.00	0.00	48.69
CCYUSD	-1,512,076.35	0.00	0.00	0.00	0.00	1,512,076.35
Payable	0.00	0.00	0.00	0.00	0.00	0.00
CCYUSD	1,934.34	0.00	0.00	0.00	0.00	1,002,932.54
Receivable	0.00	0.00	0.00	0.00	0.00	1,004,866.88
190335JC4	502,778.75	0.00	0.00	0.00	0.00	0.00
COAST CMNTY COLLEGE DIST CALIF	0.00	-500,000.00	0.00	-2,968.75	190.00	0.00
17325FAB4	751,796.41	0.00	0.00	0.00	0.00	0.00
CITIBANK NA	0.00	0.00	0.00	2.94	-265.50	751,533.84
40428HPJ5	503,588.46	0.00	0.00	-849.16	0.00	0.00
HSBC USA INC (NEW)	0.00	-500,000.00	0.00	-3,536.46	797.16	0.00
235851AN2	301,047.40	0.00	0.00	-84.26	0.00	0.00
DANAHER CORP	0.00	-300,000.00	0.00	-1,457.50	494.36	0.00
912828T42	998,841.25	0.00	0.00	1,368.98	0.00	0.00
UNITED STATES TREASURY	0.00	-1,000,000.00	0.00	-1,885.25	1,675.02	0.00
313385ZW9	998,701.00	0.00	0.00	902.78	0.00	0.00
FEDERAL HOME LOAN BANKS	0.00	-1,000,000.00	0.00	0.00	396.22	0.00
3133EFC70	747,487.00	0.00	0.00	521.86	0.00	0.00
FEDERAL FARM CREDIT BANKS FUNDING CORP	0.00	0.00	0.00	-2,100.00	1,833.14	747,742.00
3134G34F4	1,003,759.17	0.00	0.00	153.48	0.00	0.00
FREDDIE MAC	0.00	-1,000,000.00	0.00	-4,404.17	491.52	0.00
3133EHZG1	996,352.11	0.00	0.00	135.98	0.00	0.00
FEDERAL FARM CREDIT BANKS FUNDING CORP	0.00	0.00	0.00	3,250.00	1,671.02	1,001,409.11
14041NFCO	602,270.91	0.00	0.00	-546.60	0.00	0.00
COMET 161 A	0.00	0.00	0.00	-64.23	280.98	601,941.06
912828T83	997,122.59	0.00	0.00	1,439.27	0.00	0.00
UNITED STATES TREASURY	0.00	0.00	0.00	1,875.00	1,638.73	1,002,075.59

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
90521APJ1 MUFG UNION BANK NA	704,690.76 0.00	0.00 -700,000.00	0.00 0.00	-1,049.59 -4,848.96	0.00 1,207.79	0.00 0.00
06406HCL1 BANK OF NEW YORK MELLON CORP	478,980.50 0.00	0.00 -475,000.00	0.00 0.00	-8.48 -4,156.25	0.00 184.23	0.00 0.00
4581XOCK2 INTER-AMERICAN DEVELOPMENT BANK	100,189.30 0.00	0.00 -100,000.00	0.00 0.00	-4.69 -400.00	0.00 215.39	0.00 0.00
9128282K5 UNITED STATES TREASURY	994,915.50 0.00	0.00 0.00	0.00 0.00	316.29 -3,418.92	0.00 620.71	0.00 992,433.58
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	496,460.47 0.00	0.00 0.00	0.00 0.00	420.57 1,562.50	0.00 516.43	0.00 498,959.97
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	747,103.75 0.00	0.00 0.00	0.00 0.00	0.00 3,226.88	0.00 900.00	0.00 751,230.63
45950VHE9 INTERNATIONAL FINANCE CORP	997,284.56 0.00	0.00 0.00	0.00 0.00	712.77 3,125.00	0.00 1,443.23	0.00 1,002,565.56
46625HQU7 JPMORGAN CHASE & CO	699,133.05 0.00	0.00 0.00	0.00 0.00	7.53 -3,237.50	0.00 1,859.37	0.00 697,762.45
79770GGK6 SAN FRANCISCO CALIF CITY & CNTY REDEV AGY SUCCESSO	503,200.42 0.00	0.00 -500,000.00	0.00 0.00	-8.26 -3,385.42	0.00 193.26	0.00 0.00
798170AA4 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	755,676.25 0.00	0.00 -750,000.00	0.00 0.00	0.00 -5,931.25	0.00 255.00	0.00 0.00
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	700,521.27 0.00	0.00 0.00	0.00 0.00	16.05 3,281.25	0.00 1,367.15	0.00 705,185.72
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	753,294.44 0.00	0.00 0.00	0.00 0.00	0.00 -3,896.31	0.00 1,042.50	0.00 750,440.63
166764BA7 CHEVRON CORP	499,985.25 0.00	0.00 0.00	0.00 0.00	39.15 2,237.50	0.00 759.35	0.00 503,021.25
06050TME9 BANK OF AMERICA NA	499,854.83 0.00	0.00 0.00	0.00 0.00	-100.67 2,562.50	0.00 597.17	0.00 502,913.83
40428HPJ5 HSBC USA INC (NEW)	251,794.23 0.00	0.00 -250,000.00	0.00 0.00	-364.16 -1,768.23	0.00 338.16	0.00 0.00
90331HNK5 US BANK NA	704,457.67 0.00	0.00 0.00	0.00 0.00	0.00 23.34	0.00 -1,080.80	0.00 703,400.21
06406HCU1 BANK OF NEW YORK MELLON CORP	249,676.53 0.00	0.00 0.00	0.00 0.00	-9.82 1,375.00	0.00 376.07	0.00 251,417.78
161571HC1 CHAIT 162 A	296,438.25 0.00	0.00 0.00	0.00 0.00	603.92 0.00	0.00 277.87	0.00 297,320.04
3135GOL68 FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,002,374.33 0.00	0.00 -1,000,000.00	0.00 0.00	633.66 -3,208.33	0.00 200.34	0.00 0.00

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	150,526.75 0.00	0.00 0.00	0.00 0.00	74.91 -786.75	0.00 -98.91	0.00 149,716.00
69353RCH9 PNC BANK NA	755,073.75 0.00	0.00 0.00	0.00 0.00	-95.89 -4,125.00	0.00 1,204.39	0.00 752,057.25
47788CAB8 JDOT 2018 A2	159,801.11 0.00	0.00 0.00	0.00 0.00	0.96 0.00	0.00 118.10	0.00 159,920.17
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,630.30 0.00	0.00 -500,000.00	0.00 0.00	-102.38 -621.80	0.00 93.88	0.00 0.00
24422ERR2 JOHN DEERE CAPITAL CORP	701,399.30 0.00	0.00 0.00	0.00 0.00	397.05 3,937.50	0.00 -334.75	0.00 705,399.10
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	452,691.60 0.00	0.00 0.00	0.00 0.00	522.74 -2,418.75	0.00 228.76	0.00 451,024.35
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	500,810.42 0.00	0.00 0.00	0.00 0.00	0.00 3,106.25	0.00 -575.00	0.00 503,341.67
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,630.30 0.00	0.00 -500,000.00	0.00 0.00	-117.66 -621.80	0.00 109.16	0.00 0.00
3130AAE46 FEDERAL HOME LOAN BANKS	1,000,523.17 0.00	0.00 0.00	0.00 0.00	2,164.32 -3,125.00	0.00 78.68	0.00 999,641.17
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	502,555.84 0.00	0.00 0.00	0.00 0.00	-123.93 24.07	0.00 94.43	0.00 502,550.41
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	693,043.75 0.00	0.00 0.00	0.00 0.00	2,094.63 2,362.50	0.00 267.17	0.00 697,768.05
3130ABF92 FEDERAL HOME LOAN BANKS	992,412.42 0.00	0.00 0.00	0.00 0.00	2,102.21 3,437.50	0.00 -624.21	0.00 997,327.92
313312EK2 FEDERAL FARM CREDIT BANKS	982,320.00 0.00	0.00 0.00	0.00 0.00	5,494.44 0.00	0.00 -838.44	0.00 986,976.00
161571FK5 CHAIT 124 A	469,358.48 0.00	0.00 0.00	0.00 0.00	1,279.39 0.00	0.00 -189.55	0.00 470,448.32
19121BGH6 The Coca-Cola Company	499,510.50 0.00	0.00 -500,000.00	0.00 0.00	444.44 0.00	0.00 45.06	0.00 0.00
89236TBB0 TOYOTA MOTOR CREDIT CORP	190,369.62 0.00	0.00 0.00	0.00 0.00	166.69 -992.25	0.00 108.49	0.00 189,652.55
17305EFW0 CCCIT 16A1 A1	444,265.09 0.00	0.00 0.00	0.00 0.00	1,116.76 1,968.75	0.00 -208.44	0.00 447,142.17
65478GAD2 NAROT 17B A3	443,177.09 0.00	0.00 0.00	0.00 0.00	642.52 0.00	0.00 -33.36	0.00 443,786.26
313385ZD1 FEDERAL HOME LOAN BANKS	999,584.00 0.00	0.00 -1,000,000.00	0.00 0.00	447.50 0.00	0.00 -31.50	0.00 0.00
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	498,242.36 0.00	0.00 0.00	0.00 0.00	1,690.08 -1,187.50	0.00 -233.08	0.00 498,511.86

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
313397A43 FEDERAL HOME LOAN MORTGAGE CORP	998,347.00 0.00	0.00 -1,000,000.00	0.00 0.00	1,622.22 0.00	0.00 30.78	0.00 0.00
57636QAA2 MASTERCARD INC	500,486.50 0.00	0.00 0.00	0.00 0.00	576.39 2,500.00	0.00 296.11	0.00 503,859.00
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	500,802.67 0.00	0.00 0.00	0.00 0.00	0.00 3,390.00	0.00 -985.00	0.00 503,207.67
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	496,432.97 0.00	0.00 0.00	0.00 0.00	1,395.51 -1,562.50	0.00 -415.01	0.00 495,850.97
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	498,242.36 0.00	0.00 0.00	0.00 0.00	1,609.11 -1,187.50	0.00 -152.11	0.00 498,511.86
084670BL1 BERKSHIRE HATHAWAY INC	701,646.87 0.00	0.00 0.00	0.00 0.00	755.88 -3,675.00	0.00 -380.68	0.00 698,347.07
88602UGL8 Thunder Bay Funding, LLC	749,107.50 0.00	0.00 -750,000.00	0.00 0.00	811.46 0.00	0.00 81.04	0.00 0.00
17305EFS9 CCCIT 14A6 A6	401,622.24 0.00	0.00 0.00	0.00 0.00	536.48 -2,150.00	0.00 -158.68	0.00 399,850.04
14041NFE6 COMET 163 A	246,887.69 0.00	0.00 0.00	0.00 0.00	833.77 0.00	0.00 23.66	0.00 247,745.11
02587AAJ3 AMXCA 171 A	493,055.74 0.00	0.00 0.00	0.00 0.00	1,082.66 0.00	0.00 -641.21	0.00 493,497.19
055657AC4 BMWLT 171 A3	397,903.52 0.00	0.00 0.00	0.00 0.00	558.05 0.00	0.00 189.99	0.00 398,651.56
09247XAE1 BLACKROCK INC	724,110.57 0.00	0.00 0.00	0.00 0.00	-3,752.76 8,750.00	0.00 -705.54	0.00 728,402.27
30231GAD4 EXXON MOBIL CORP	475,151.50 0.00	0.00 0.00	0.00 0.00	676.80 -2,160.06	0.00 81.30	0.00 473,749.54
63763QGB7 National Securities Clearing Corporation	499,679.66 0.00	0.00 -500,000.00	0.00 0.00	284.72 0.00	0.00 35.61	0.00 0.00
458182DT6 INTER-AMERICAN DEVELOPMENT BANK	500,630.30 0.00	0.00 -500,000.00	0.00 0.00	-206.98 -621.80	0.00 198.48	0.00 0.00
931142EF6 WALMART INC	700,387.88 0.00	0.00 0.00	0.00 0.00	0.00 142.66	0.00 1,071.70	0.00 701,602.24
92868LAB7 VALET 181 A2A	749,993.85 0.00	0.00 0.00	0.00 0.00	0.74 643.96	0.00 -639.74	0.00 749,998.81
544351MK2 LOS ANGELES CALIF	761,955.00 0.00	0.00 0.00	0.00 0.00	-2,352.60 6,583.33	0.00 -594.90	0.00 765,590.83
07330NAL9 BRANCH BANKING AND TRUST CO	446,040.97 0.00	0.00 0.00	0.00 0.00	1,362.91 1,631.25	0.00 406.94	0.00 449,442.08
63763QK97 National Securities Clearing Corporation	0.00 497,250.00	0.00 0.00	0.00 0.00	2,505.56 0.00	0.00 -87.09	0.00 499,668.47
58772RAB0 MBART 181 A2A	0.00 599,979.78	0.00 0.00	0.00 0.00	2.18 722.67	0.00 -385.16	0.00 600,319.47
92512MKX6 Versailles Commercial Paper LLC	0.00 745,000.21	0.00 0.00	0.00 0.00	3,543.54 0.00	0.00 -70.69	0.00 748,473.06

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
67983UJR5	0.00	0.00	0.00	3,277.50	0.00	0.00
Old Line Funding, LLC	996,722.50	-1,000,000.00	0.00	0.00	0.00	0.00
313385D29	0.00	0.00	0.00	1,466.89	0.00	0.00
FEDERAL HOME LOAN BANKS	998,533.11	-1,000,000.00	0.00	0.00	0.00	0.00
50000BHFO	0.00	0.00	0.00	1,045.00	0.00	0.00
Koch Resources, LLC	998,955.00	-1,000,000.00	0.00	0.00	0.00	0.00
313397J36	0.00	0.00	0.00	3,289.44	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	996,551.39	0.00	0.00	0.00	-16.83	999,824.00
313397S28	0.00	0.00	0.00	3,405.83	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	992,909.17	0.00	0.00	0.00	-312.00	996,003.00
06406HCP2	0.00	0.00	0.00	341.13	0.00	0.00
BANK OF NEW YORK MELLON CORP	599,046.00	0.00	0.00	2,660.00	-96.93	601,950.20
313397Q20	0.00	0.00	0.00	3,111.11	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	994,111.11	0.00	0.00	0.00	-208.22	997,014.00
313385R81	0.00	0.00	0.00	3,090.00	0.00	0.00
FEDERAL HOME LOAN BANKS	993,247.78	0.00	0.00	0.00	-213.78	996,124.00
50000EJ54	0.00	0.00	0.00	1,149.17	0.00	0.00
Koch Industries, Inc.	998,850.83	-1,000,000.00	0.00	0.00	0.00	0.00
459058FC2	0.00	0.00	0.00	334.13	0.00	0.00
INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	297,570.00	0.00	0.00	1,614.58	-142.72	299,375.98
313397N49	0.00	0.00	0.00	1,963.89	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	996,016.11	0.00	0.00	0.00	-130.00	997,850.00
313396ATO	0.00	0.00	0.00	1,343.75	0.00	0.00
FEDERAL HOME LOAN MORTGAGE CORP	892,797.50	0.00	0.00	0.00	-245.05	893,896.20
369550BA5	0.00	0.00	0.00	10.68	0.00	0.00
GENERAL DYNAMICS CORP	249,620.00	0.00	0.00	2,795.14	-234.68	252,191.14
4581XOCH9	0.00	0.00	0.00	353.03	0.00	0.00
INTER-AMERICAN DEVELOPMENT BANK	990,090.00	0.00	0.00	8,069.44	-650.03	997,862.44
3130ACLX0	0.00	0.00	0.00	58.42	0.00	0.00
FEDERAL HOME LOAN BANKS	494,187.00	0.00	0.00	3,407.99	-311.92	497,341.49
14041NFF3	0.00	0.00	0.00	152.44	0.00	0.00
COMET 164 A	395,000.00	0.00	0.00	236.44	-271.72	395,117.16
88602UKN9	0.00	0.00	0.00	353.33	0.00	0.00
Thunder Bay Funding, LLC	998,410.00	0.00	0.00	0.00	-231.33	998,532.00
313312LVO	0.00	0.00	0.00	428.33	0.00	0.00
FEDERAL FARM CREDIT BANKS	974,514.17	0.00	0.00	0.00	487.50	975,430.00
43814TAB8	0.00	0.00	-8,983.68	6.67	0.00	0.00
HAROT 171 A2	8,977.01	0.00	0.00	0.00	0.00	0.00
89231LAB3	7,287.60	0.00	-7,288.90	0.01	0.00	0.00
TAOT 16D A2A	0.00	0.00	0.00	-3.43	4.72	0.00
438124AC3	263,554.33	0.00	-71,005.47	520.27	0.00	0.00
HAROT 163 A3	0.00	0.00	0.00	-29.74	301.48	193,340.88

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Roll Forward

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Beginning Market Value + Accrued, Base Purchases	Base Sales, Base Maturities and Redemptions	Base Paydowns, Base Net Transferred Value	Base Amortization/ Accretion, Change In Accrued Balance	Net Realized Gain/ Loss, Base Change In Net Unrealized Gain/Loss	Base Change In Cash, Payables/Receivables, Ending Market Value + Accrued
43814TAB8	153,744.34	0.00	-153,900.48	0.56	0.00	0.00
HAROT 171 A2	0.00	0.00	0.00	-60.71	216.29	0.00
31680GAD8	231,340.39	0.00	-120,525.48	89.46	0.00	0.00
FITAT 151 A3	0.00	0.00	0.00	-76.06	354.34	111,182.66
055657AB6	86,504.50	0.00	-51,721.20	1.44	0.01	0.00
BMWLT 171 A2	0.00	0.00	0.00	-25.92	115.47	34,874.30
---	44,416,930.03	-14,915,449.54	-883,357.16	60,529.33	-0.01	2,515,055.72
---	30,573,224.58	-17,325,000.00	0.00	4,113.04	17,164.45	44,463,210.46

* Weighted by: Ending Base Market Value + Accrued.

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Shock Analysis

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
010831DL6 ALAMEDA CNTY CALIF JT PWRS AUTH LEASE REV	MUNI	499,200.00	2.49 2.71	0.67	500,867.38 502,534.86 505,870.11	497,532.72 495,865.54 492,531.49
02587AAJ3 AMXCA 171 A	ABS	493,068.30	2.83 2.92	1.50	496,759.07 500,450.15 507,833.23	489,377.84 485,687.68 478,308.30
0258MODZ9 AMERICAN EXPRESS CREDIT CORP	CORP	699,862.80	1.88 2.03	0.10	700,219.74 700,576.69 701,290.66	699,505.88 699,148.97 698,435.22
055657AB6 BMWLT 171 A2	ABS	34,856.81	1.66 2.34	0.11	34,876.16 34,895.50 34,934.20	34,837.47 34,818.12 34,779.44
055657AC4 BMWLT 171 A3	ABS	398,409.56	2.94 2.70	0.56	399,517.17 400,624.84 402,840.35	397,302.01 396,194.52 393,979.72
05584PAB3 BMWLT 172 A2A	ABS	241,814.66	1.82 2.79	0.36	242,254.78 242,694.92 243,575.27	241,374.57 240,934.50 240,054.44
06050TME9 BANK OF AMERICA NA	CORP	499,668.00	1.97 2.38	0.19	500,140.19 500,612.40 501,556.84	499,195.82 498,723.65 497,779.35
06406HCP2 BANK OF NEW YORK MELLON CORP	CORP	599,290.20	2.45 2.49	0.29	600,168.15 601,046.09 602,801.92	598,412.23 597,534.25 595,778.24
06406HCU1 BANK OF NEW YORK MELLON CORP	CORP	249,340.00	2.18 2.62	0.61	250,106.71 250,873.39 252,406.68	248,573.27 247,806.51 246,272.92
07330NAL9 BRANCH BANKING AND TRUST CO	CORP	446,886.45	2.67 2.59	0.60	448,238.32 449,590.27 452,294.40	445,534.66 444,182.94 441,479.75
084670BL1 BERKSHIRE HATHAWAY INC	CORP	696,427.90	2.54 2.69	0.86	699,426.13 702,424.56 708,422.06	693,429.88 690,432.07 684,437.08
09247XAE1 BLACKROCK INC	CORP	717,610.60	2.81 2.85	1.15	721,729.86 725,849.45 734,089.67	713,491.69 709,373.11 701,136.99
14041NFC0 COMET 161 A	ABS	601,332.42	2.26 2.23	0.08	601,581.97 601,831.53 602,330.63	601,082.87 600,833.31 600,334.21
14041NFE6 COMET 163 A	ABS	247,596.23	2.69 2.73	0.86	248,658.44 249,720.70 251,845.37	246,534.06 245,471.95 243,347.87
14041NFF3 COMET 164 A	ABS	394,880.72	2.76 2.82	0.86	396,584.69 398,288.78 401,697.31	393,176.87 391,473.14 388,066.03
14912L6R7 CATERPILLAR FINANCIAL SERVICES CORP	CORP	694,276.80	2.56 2.63	0.63	696,453.42 698,630.16 702,984.00	692,100.30 689,923.93 685,571.54

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Shock Analysis

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
161571FK5 CHAIT 124 A	ABS	470,114.77	2.68 2.78	0.86	472,143.38 474,172.14 478,230.08	468,086.29 466,057.96 462,001.71
161571HC1 CHAIT 162 A	ABS	297,137.37	2.18 2.71	0.86	298,412.12 299,686.93 302,236.72	295,862.68 294,588.05 292,038.97
166764BA7 CHEVRON CORP	CORP	499,665.00	1.82 2.28	0.13	499,994.79 500,324.58 500,984.22	499,335.23 499,005.47 498,345.98
17305EFS9 CCCIT 14A6 A6	ABS	398,034.48	2.69 2.77	0.78	399,588.85 401,143.33 404,252.57	396,480.21 394,926.03 391,817.98
17305EFW0 CCCIT 16A1 A1	ABS	444,254.67	2.76 2.89	1.11	446,724.83 449,195.18 454,136.49	441,784.71 439,314.96 434,376.05
17325FAB4 CITIBANK NA	CORP	750,920.25	2.69 2.67	0.23	751,776.32 752,632.42 754,344.75	750,064.22 749,208.23 747,496.35
24422ERR2 JOHN DEERE CAPITAL CORP	CORP	698,224.10	2.48 2.71	0.54	700,109.36 701,994.72 705,765.76	696,338.95 694,453.90 690,684.12
30231GAD4 EXXON MOBIL CORP	CORP	473,365.53	2.39 2.57	0.46	474,449.56 475,533.63 477,701.93	472,281.54 471,197.61 469,029.88
3130AAE46 FEDERAL HOME LOAN BANKS	AGCY BOND	997,037.00	2.12 2.24	0.30	998,517.62 999,998.30 1,002,959.80	995,556.42 994,075.90 991,115.00
3130ABF92 FEDERAL HOME LOAN BANKS	AGCY BOND	992,630.00	2.22 2.50	0.66	995,880.95 999,132.07 1,005,634.84	989,379.22 986,128.62 979,627.94
3130ACLX0 FEDERAL HOME LOAN BANKS	AGCY BOND	493,933.50	2.71 2.76	1.06	496,563.80 499,194.31 504,455.96	491,303.41 488,673.53 483,414.40
313312EK2 FEDERAL FARM CREDIT BANKS	AGCY DISC	986,976.00	2.19 2.38	0.54	989,660.65 992,345.45 997,715.48	984,291.50 981,607.15 976,238.89
313312LV0 FEDERAL FARM CREDIT BANKS	AGCY DISC	975,430.00	2.62 2.56	0.96	980,097.60 984,765.55 994,102.46	970,762.74 966,095.82 956,763.00
313385R81 FEDERAL HOME LOAN BANKS	AGCY DISC	996,124.00	2.08 2.09	0.18	997,025.50 997,927.03 999,730.17	995,222.52 994,321.07 992,518.23
313396AT0 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	893,896.20	2.17 2.19	0.30	895,246.01 896,595.86 899,295.69	892,546.44 891,196.72 888,497.42
313397J36 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	999,824.00	1.92 1.06	0.02	999,908.98 999,993.97 1,000,003.49	999,739.01 999,654.03 999,484.06

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Shock Analysis

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
313397N49 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	997,850.00	2.03 1.99	0.10	998,373.88 998,897.79 999,934.16	997,326.14 996,802.31 995,754.71
313397Q20 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	997,014.00	2.02 2.03	0.14	997,726.88 998,439.78 999,865.66	996,301.15 995,588.32 994,162.74
313397S28 FEDERAL HOME LOAN MORTGAGE CORP	AGCY DISC	996,003.00	2.03 2.09	0.19	996,934.28 997,865.58 999,728.25	995,071.75 994,140.52 992,278.15
3133EFC70 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	746,832.00	1.40 2.18	0.40	748,310.76 749,789.60 752,747.51	745,353.31 743,874.69 740,917.69
3133EHZG1 FEDERAL FARM CREDIT BANKS FUNDING CORP	AGCY BOND	997,798.00	1.36 2.25	0.23	998,935.51 1,000,073.08 1,002,348.36	996,660.54 995,523.12 993,248.44
3134G92B2 FEDERAL HOME LOAN MORTGAGE CORP	AGCY BOND	995,414.00	2.28 2.31	0.34	997,081.36 998,748.79 1,002,083.87	993,746.72 992,079.51 988,745.32
3134G9Q75 FEDERAL HOME LOAN MORTGAGE CORP	AGCY BOND	494,722.50	2.38 2.55	0.81	496,736.09 498,749.81 502,777.67	492,709.05 490,695.73 486,669.51
31680GAD8 FITAT 151 A3	ABS	111,112.43	1.59 2.54	0.13	111,185.77 111,259.10 111,405.79	111,039.10 110,965.77 110,819.12
369550BA5 GENERAL DYNAMICS CORP	CORP	249,396.00	2.97 3.03	1.55	251,333.91 253,272.01 257,148.82	247,458.29 245,520.79 241,646.37
438124AC3 HAROT 163 A3	ABS	193,259.44	2.02 2.67	0.39	193,638.24 194,017.06 194,774.75	192,880.66 192,501.90 191,744.44
45818WAV8 INTER-AMERICAN DEVELOPMENT BANK	SOVEREIGN GOV	500,006.00	2.33 2.49	0.04	500,118.50 500,231.00 500,456.01	499,893.50 499,781.00 499,555.99
4581X0CH9 INTER-AMERICAN DEVELOPMENT BANK	SOVEREIGN GOV	989,793.00	2.69 2.75	1.02	994,841.13 999,889.63 1,009,987.75	984,745.24 979,697.85 969,604.19
459058FC2 INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	SOVEREIGN GOV	794,030.40	1.93 2.56	0.57	796,281.54 798,532.79 803,035.66	791,779.38 789,528.49 785,027.05
45950VHE9 INTERNATIONAL FINANCE CORP	SOVEREIGN GOV	998,260.00	1.54 2.31	0.16	999,068.60 999,877.23 1,001,494.56	997,451.42 996,642.87 995,025.84
46625HQU7 JPMORGAN CHASE & CO	CORP	697,438.70	1.85 2.62	0.48	699,102.13 700,765.66 704,092.96	695,775.35 694,112.09 690,785.83
47788CAB8 JDOT 2018 A2	ABS	159,748.08	2.44 2.71	0.57	160,201.78 160,655.51 161,563.04	159,294.41 158,840.77 157,933.57

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Shock Analysis

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
544351MK2 LOS ANGELES CALIF	MUNI	759,007.50	2.55 2.66	0.91	762,445.93 765,884.60 772,762.69	755,569.32 752,131.39 745,256.26
57636QAA2 MASTERCARD INC	CORP	498,859.00	2.46 2.45	0.50	500,098.70 501,338.45 503,818.16	497,619.37 496,379.80 493,900.84
58769DAB6 MBALT 17A A2A	ABS	84,513.65	1.53 1.77	0.13	84,566.47 84,619.30 84,700.55	84,460.83 84,408.01 84,302.38
58772RAB0 MBART 181 A2A	ABS	599,596.80	2.73 2.81	0.77	601,914.32 604,232.01 608,867.89	597,279.44 594,962.25 590,328.35
637432MX0 NATIONAL RURAL UTILITIES COOP FINANCE CORP	CORP	449,411.85	2.62 2.53	0.34	450,169.10 450,926.32 452,440.71	448,654.58 447,897.29 446,382.63
63763QK97 National Securities Clearing Corporation	CP	499,668.47	2.22 2.17	0.03	499,743.42 499,818.37 499,968.27	499,593.52 499,518.57 499,368.67
65477XAD6 NALT 16B A3	ABS	143,211.50	1.71 2.49	0.10	143,285.26 143,359.02 143,506.55	143,137.75 143,064.00 142,916.52
65478GAD2 NAROT 17B A3	ABS	443,436.26	2.70 3.00	1.17	446,039.34 448,642.66 453,850.00	440,833.40 438,230.78 433,026.23
69353RCH9 PNC BANK NA	CORP	749,169.75	2.15 2.53	0.33	750,402.11 751,634.41 754,098.84	747,937.34 746,704.87 744,239.76
78607QAT2 SACRAMENTO CALIF SUBN WTR DIST REV	MUNI	498,650.00	2.71 2.96	1.06	501,292.94 503,936.09 509,222.98	496,007.25 493,364.71 488,080.22
797669XS2 SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	MUNI	746,670.00	2.01 2.60	0.75	749,466.36 752,262.89 757,856.46	743,873.80 741,077.78 735,486.23
79766DKL2 SAN FRANCISCO CALIF CITY & CNTY ARPTS COMMN INTL A	MUNI	745,852.50	1.72 2.66	0.59	748,041.63 750,230.88 754,609.70	743,663.48 741,474.57 737,097.09
798170AB2 SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF TH	MUNI	149,191.50	2.30 2.74	0.83	149,811.41 150,431.36 151,671.39	148,571.63 147,951.80 146,712.27
88602UKN9 Thunder Bay Funding, LLC	CP	998,532.00	2.13 2.21	0.07	998,861.52 999,191.03 999,850.06	998,202.48 997,872.97 997,213.94
89236TBB0 TOYOTA MOTOR CREDIT CORP	CORP	188,836.70	2.45 2.38	0.30	189,119.02 189,401.34 189,966.02	188,554.40 188,272.10 187,707.54
89237WAD9 TAOT 16C A3	ABS	228,634.36	1.63 2.66	0.44	229,136.22 229,638.12 230,642.00	228,132.52 227,630.71 226,627.18

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Shock Analysis

Base Currency: USD

01 July 2018 to 30 September 2018

WC-Contra Costa County

Account: XXX235

Primary Benchmark: ICE BofAML US 6-Month Treasury Bill Index

Investment Strategy: Short Duration Fixed Income

Identifier, Description	Security Type	Base Market Value	Book Yield, Yield	Duration	-50 Basis Point Shock, -100 Basis Point Shock, -200 Basis Point Shock	50 Basis Point Shock, 100 Basis Point Shock, 200 Basis Point Shock
90290AAB3 USAOT 171 A2	ABS	87,149.34	1.55 2.58	0.15	87,215.57 87,281.81 87,414.29	87,083.11 87,016.88 86,884.42
90331HMK5 US BANK NA	CORP	699,763.40	2.50 3.09	0.05	699,941.84 700,120.28 700,477.16	699,584.96 699,406.52 699,049.64
9128282K5 UNITED STATES TREASURY	US GOV	990,117.00	1.50 2.57	0.82	994,201.37 998,286.01 1,006,456.11	986,032.90 981,949.08 973,782.25
912828T83 UNITED STATES TREASURY	US GOV	998,937.00	1.33 1.93	0.09	999,376.54 999,816.11 1,000,634.66	998,497.48 998,057.99 997,179.07
92512MKX6 Versailles Commercial Paper LLC	CP	748,473.06	2.35 2.29	0.09	748,802.40 749,131.75 749,790.52	748,143.74 747,814.44 747,155.90
92868LAB7 VALET 181 A2A	ABS	749,354.85	2.83 2.92	0.92	752,805.76 756,256.93 763,160.06	745,904.20 742,453.82 735,553.83
931142EF6 WALMART INC	CORP	701,274.70	2.44 2.88	0.23	702,095.21 702,915.75 704,556.95	700,454.23 699,633.79 697,993.01
94975P405 WELLS FRGO GOVERNMENT CL I MMF	MMFUND	761,215.34	1.82 1.82	0.00	761,215.35 761,215.38 761,215.47	761,215.35 761,215.38 761,215.49
CCYUSD Cash	CASH	48.69	0.00 0.00	0.00	48.69 48.69 48.69	48.69 48.69 48.69
CCYUSD Receivable	CASH	1,004,866.88	0.00 0.00	0.00	1,004,866.88 1,004,866.88 1,004,866.88	1,004,866.88 1,004,866.88 1,004,866.88
---	---	44,325,207.96	2.17 2.39	0.47	44,428,516.21 44,531,830.64 44,738,220.98	44,221,905.89 44,118,610.01 43,912,036.80

* Weighted by: Base Market Value + Accrued, except Book Yield by Base Book Value + Accrued.

*The shock analysis includes a yield floor of 0.

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Page 99
Investment Account Summary
 09/01/2018 through 09/30/2018

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Sep 30 (\$)	Value on Sep 30 (\$)	Average Cost Amount (\$)	Cumulative Unrealized Gain/(Loss) (\$)
CONTRA COSTA COUNTY	20100000410					
CalTRUST Short Term Fund	20100000410	5,549,470.070	10.01	55,550,195.40	55,588,108.04	(37,912.64)
CalTRUST Liquidity Fund	20100000410	55,007,249.290	1.00	55,007,249.29	55,007,249.29	0.00
Portfolios Total value as of 09/30/2018				110,557,444.69		

DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
CalTRUST Short Term Fund		CONTRA COSTA COUNTY				Account Number: 201 00000410		
Beginning Balance	09/01/2018			13,536,493.027	10.02	135,635,660.13		
Redemption	09/05/2018	30,000,000.00	2,994,011.976	10,542,481.051	10.02	105,635,660.13	29,990,514.25	9,485.75
Redemption	09/06/2018	20,000,000.00	1,996,007.984	8,546,473.067	10.02	85,635,660.13	19,993,676.17	6,323.83
Redemption	09/12/2018	30,000,000.00	2,997,002.997	5,549,470.070	10.01	55,550,195.40	30,020,474.80	(20,474.80)
Accrual Income Div Cash	09/28/2018	130,811.03	0.000	5,549,470.070	10.01	55,550,195.40	0.00	0.00
Unrealized Gain/(Loss)						(85,464.73)		
Closing Balance as of	Sep 30			5,549,470.070	10.01	55,550,195.40		
CalTRUST Liquidity Fund		CONTRA COSTA COUNTY				Account Number: 201 00000410		
Beginning Balance	09/01/2018			85,007,249.290	1.00	85,007,249.29		
Redemption	09/10/2018	5,000,000.00	5,000,000.000	80,007,249.290	1.00	80,007,249.29	5,000,000.00	0.00
Redemption	09/17/2018	25,000,000.00	25,000,000.000	55,007,249.290	1.00	55,007,249.29	25,000,000.00	0.00
Accrual Income Div Cash	09/28/2018	103,816.35	0.000	55,007,249.290	1.00	55,007,249.29	0.00	0.00
Unrealized Gain/(Loss)						0.00		
Closing Balance as of	Sep 30			55,007,249.290	1.00	55,007,249.29		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



CalTRUST Short Term Fund
Month End Portfolio Statistics
September 30, 2018

	CalTRUST Short Term	LAIF		CalTRUST Short Term Net Total Return	CalTRUST Short Term Yield	LAIF Yield
Market Value	\$1,347,899,265.64	N/A	One Month	0.07%	0.18%	0.17%
NAV per Share	\$10.01	N/A	Three Month	0.53%	0.54%	0.51%
30 day SEC Yield	2.27%	2.09%	Six Month	1.11%	1.02%	0.95%
Period Net Total Return	0.07%	0.17%	One Year*	1.61%	1.72%	1.60%
Effective Duration	0.47 yrs	N/A	Two Year*	1.28%	1.38%	1.23%
Average Maturity	0.96 yrs	0.52 yrs	Three Year*	1.09%	1.14%	0.99%
Weighted Average Life	0.87 yrs	0.53 yrs	Five Year*	0.82%	0.85%	0.70%
			Ten Year*	0.87%	0.77%	0.69%
			Since Inception*	1.71%	1.70%	1.62%
			*Annualized			

Portfolio Sector Breakdown

- AGENCY BONDS - 3.5%
- ASSET BACKED SECURITIES - 14.9%
- CORPORATE BONDS - 31.6%
- CERTIFICATE OF DEPOSIT - 12.1%
- COMMERCIAL MORTGAGE OBLIGATIONS - 0.0%
- COMMERCIAL PAPER - 3.1%
- MONEY MARKET FUNDS - 3.3%
- MUNICIPAL BOND - 4.8%
- U.S. GOVERNMENT - 26.7%

Rated AAF by S&P Global Ratings



CalTRUST Liquidity			BofAML 3-Month US Treasury Bill Index	CalTRUST Liquidity Net Total Return	CalTRUST Liquidity Yield	BofAML 3-Month US Treasury Bill Index
Market Value	\$198,953,107.53	N/A	One Month	0.15%	0.16%	0.18%
NAV per Share	\$1.00	N/A	Three Month	0.47%	0.49%	0.51%
30 Day SEC Yield	1.96%	N/A	Six Month	NA	NA	NA
Period Net Total Return	0.15%	0.15%	One Year*	NA	NA	NA
Effective Duration	0.07 yrs	0.23 yrs	Two Year*	NA	NA	NA
Weighted Average Maturity	0.11 yrs	0.24 yrs	Three Year*	NA	NA	NA
Weighted Average Life	0.12 yrs	N/A	Five Year*	NA	NA	NA
			Ten Year*	NA	NA	NA
			Since Inception*	0.48%	1.94%	2.02%

*Annualized

Portfolio Sector Breakdown

Sector	Percentage
REPURCHASE AGREEMENTS	57.8%
CERTIFICATE OF DEPOSIT	19.3%
COMMERCIAL PAPER	17.4%
MONEY MARKET FUNDS	4.3%
BOND	1.2%

Rated AAAM by S&P Global Ratings

**Account**

Select

Balance

Activity

General Information

Audit Documents

Statements

Bank Information

Fund

Yield and NAV History

Holdings

Assets by Fund

Transactions

Online Purchase

Online Redemption

Online Transfer

Transaction Request Form

Pending Trades

User Maintenance

Change Password

Account Number: 20100000410
Account Name: CONTRA COSTA COUNTY

[Log Out](#)
Holdings

Data

Fund : CalTRUST Short Term Fund ▼

As Of Date : 9/30/2018

Options

Requery

Export

Holdings

CUSIP	Description	Fitch Rating 9/30/2018	Moody's Rating 9/30/2018	Mat. Date	Years	Shares	Price	Value
02007JAB3	ALLYA 2018-3 A2		Aaa	05/17/2021	2.6	4,900,000.00	99.9605	\$4,898,064.99
025816BV0	AXP FLOAT 05/17/21	A	A3	05/17/2021	0.1	1,660,000.00	100.5469	\$1,669,078.91
02582JGN4	AMXCA 2014-1 A	AAA	NR	12/15/2021	0.0	5,395,000.00	100.1939	\$5,405,461.44
0258M0EJ4	AXP 0 05/03/19	A	A2	05/03/2019	0.1	4,000,000.00	100.1351	\$4,005,402.08
02665WBJ9	HNDA 0 09/09/21		A2	09/09/2021	0.2	6,500,000.00	100.8871	\$6,557,663.45
02665WBS9	HNDA 0 07/20/20		A2	07/20/2020	0.1	6,000,000.00	100.2395	\$6,014,372.94
03065HAB4	AMCAR 2017-3 A2A		Aaa	12/18/2020	2.2	2,353,360.35	99.6607	\$2,345,375.87
03065TAD4	AMCAR 2016-4 A3	AAA		07/08/2021	2.8	9,791,714.82	99.4981	\$9,742,568.24
03066HAB3	AMCAR 2018-1 A2A	AAA		07/19/2021	2.8	6,970,000.00	99.8953	\$6,962,702.41
05253JAT8	ANZ 2 1/4 11/09/20	AA-	Aa3	11/09/2020	2.1	1,630,000.00	97.8636	\$1,595,176.88
05531FAT0	BB&T CORPORATION	A+	A2	01/15/2020	0.0	2,459,000.00	100.6627	\$2,475,296.83
055657AB6	BMWLT 2017-1 A2	AAA	Aaa	07/22/2019	0.8	972,623.07	99.8983	\$971,633.62
05574LXH6	BNP 2.45 03/17/19	A+	Aa3	03/17/2019	0.5	3,000,000.00	99.9147	\$2,997,440.76
05578BAB2	BPCEGP 2 1/2 12/10/18	A	A1	12/10/2018	0.2	3,360,000.00	100.0125	\$3,360,418.52
05582W2Q6	BNP FLOAT 12/28/18			12/28/2018	0.2	14,000,000.00	100.0503	\$14,007,039.20
06050FDE9	BANK OF AMERICA CD FLT 18			11/15/2018	0.1	1,000,000.00	99.9923	\$999,923.00
06051GGN3	BAC 0 07/21/21	A+	A3	07/21/2021	0.1	12,500,000.00	100.5681	\$12,571,018.50
06053PJ32	BANK OF AMERICA NA CD			10/10/2018	0.0	8,000,000.00	99.9997	\$7,999,974.56
06367T4X5	BMO FLOAT 04/13/21	AA-	Aa2	04/13/2021	0.0	10,000,000.00	100.4000	\$10,040,000.00
06367TYM6	BMO 0 06/15/20	AA-	Aa2	06/15/2020	0.2	4,000,000.00	100.4030	\$4,016,120.00
064159LH7	BNS FLOAT 04/20/21	AA-	Aa2	04/20/2021	0.1	7,000,000.00	100.3180	\$7,022,259.02
06417GK98	BANK OF NOVA SCOTIA			02/15/2019	0.4	4,000,000.00	100.0000	\$4,000,000.00
06539RJG3	BANK TOKYO-MITSUBISHI			10/12/2018	0.0	3,000,000.00	99.9800	\$2,999,399.16
06739FJK8	BACR 0 01/11/21	A	A2	01/11/2021	0.0	5,000,000.00	100.1050	\$5,005,250.20
06742TJK3	BARCLAYS BANK PLC NEW YOR			09/19/2019	1.0	10,000,000.00	100.0135	\$10,001,345.80
06744CFV8	BACR 0 08/07/20	A	A2	08/07/2020	0.1	5,000,000.00	100.6000	\$5,029,999.05
06744CFY2	BACR 0 08/07/19	A	A2	08/07/2019	0.1	4,304,000.00	100.2286	\$4,313,838.64
07330NAM7	BBT 0 05/01/19	A+	A1	05/01/2019	0.1	8,000,000.00	100.2213	\$8,017,700.72
07330NAP0	BBT 0 01/15/20	A+	A1	01/15/2020	0.0	2,000,000.00	100.3667	\$2,007,334.78

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
09248U700	BLACKROCK LIQ FDS FEDFUND			0	0.0	51,437,342.04	100.0000	\$51,437,342.04
130179KN3	CHAPMAN UNIVERSITY		A2	04/01/2019	0.5	2,000,000.00	99.5630	\$1,991,260.00
13063A7G3	CALIFORNIA ST	AA-	Aa3	10/01/2019	1.0	2,900,000.00	103.2930	\$2,995,497.00
13606BVN3	CANADIAN IMPERIAL BANK OF			04/16/2019	0.5	8,000,000.00	100.0079	\$8,000,632.00
14314RAH5	CARMX 2017-4 A2A	AAA		04/15/2021	2.5	5,125,122.22	99.5501	\$5,102,065.83
14314XAB5	CARMX 2018-2 A2	AAA		08/16/2021	2.9	6,250,000.00	99.8956	\$6,243,477.50
14913Q2P3	CAT FLOAT 09/07/21	A	A3	09/07/2021	0.2	2,225,000.00	100.0854	\$2,226,900.15
161571HC1	CHAIT 2016-A2	AAA	NR	06/15/2021	2.7	3,141,000.00	99.0458	\$3,111,028.26
161571HJ6	CHAIT 2017-A1 A	AAA	NR	01/18/2022	0.0	6,000,000.00	100.2980	\$6,017,880.60
161571HN7	CHAIT 2018-A1 A1	AAA		04/17/2023	0.0	8,230,000.00	100.1403	\$8,241,547.51
172967KF7	C 0 12/07/18	A	Baa1	12/07/2018	0.2	3,000,000.00	100.1364	\$3,004,091.43
172967KT7	C 0 06/07/19	A	Baa1	06/07/2019	0.2	2,000,000.00	100.5336	\$2,010,672.96
17305EGB5	CCCIT 2017-A3 A3	AAA	NR	04/07/2022	3.5	5,875,000.00	98.4198	\$5,782,164.43
17305EGK5	CCCIT 2018-A1 A1	AAA	Aaa	01/20/2023	4.3	5,400,000.00	98.6178	\$5,325,359.58
17325FAK4	C 0 10/20/20	A+	A1	10/20/2020	0.1	9,500,000.00	100.0864	\$9,508,208.00
17325FAM0	C 0 02/12/21	A+	A1	02/12/2021	0.1	7,000,000.00	100.0318	\$7,002,223.76
20271ENG0	CBAAU FLOAT 03/18/19			03/18/2019	0.2	8,500,000.00	100.0857	\$8,507,284.50
21684B5J9	RABOBK FLOAT 04/05/19			04/05/2019	0.0	8,000,000.00	100.0704	\$8,005,635.36
21688AAP7	RABOBK FLOAT 04/26/21		Aa3	04/26/2021	0.1	6,000,000.00	100.2102	\$6,012,612.00
22546QAN7	CS 2.3 05/28/19	A	A1	05/28/2019	0.7	7,500,000.00	99.6876	\$7,476,566.70
22549LLF0	CS FLOAT 02/01/19			02/01/2019	0.0	12,000,000.00	99.9350	\$11,992,200.00
24422ETY5	DE FLOAT 01/08/21	A	A2	01/08/2021	0.0	1,355,000.00	99.9427	\$1,354,223.64
24422EUF4	DE FLOAT 01/07/20	A	A2	01/07/2020	0.0	10,000,000.00	100.1212	\$10,012,120.90
254683BK0	DCENT 2014-A4 A4	AAA	Aaa	12/15/2021	3.2	6,815,000.00	99.5476	\$6,784,166.90
26209BAB5	DRIVE 2018-4 A2A		Aaa	10/15/2020	2.0	7,550,000.00	100.0152	\$7,551,146.85
263534CM9	DD 0 05/01/20	A	A3	05/01/2020	0.1	5,800,000.00	100.6016	\$5,834,893.96
29270CYM1	ENERGY N W WA ELEC REVENUE	AA	Aa1	07/01/2019	0.8	7,510,000.00	99.5820	\$7,478,608.20
3130AAM88	FHLB 1 5/8 01/18/19		Aaa	01/18/2019	0.3	20,000,000.00	99.8075	\$19,961,500.00
34528FAB4	FORDO 2018-A A2A	AAA		02/15/2021	2.4	8,010,000.00	99.9475	\$8,005,797.15
369550BA5	GD 2 7/8 05/11/20	WD	A2	05/11/2020	1.6	10,385,000.00	99.7584	\$10,359,911.71
369550BF4	GD FLOAT 05/11/21	WD	A2	05/11/2021	0.1	2,750,000.00	100.6710	\$2,768,452.50
375558BB8	GILD 2.55 09/01/20		A3	09/01/2020	1.9	20,000,000.00	98.9948	\$19,798,963.60
38141GVV3	GS 0 04/25/19	A	A3	04/25/2019	0.1	11,293,000.00	100.5097	\$11,350,561.10
40434CAC9	HSBC 2 1/4 06/23/19	AA-	A2	06/23/2019	0.7	2,500,000.00	99.6658	\$2,491,645.78
419792WZ5	HAWAII ST TXBL - SER FU	AA	Aa1	01/01/2019	0.3	1,200,000.00	99.9030	\$1,198,836.00
438124AD1	HAROT 2016-3 A4		Aaa	11/18/2022	4.1	5,105,000.00	98.3831	\$5,022,457.26
43814PAC4	HAROT 2017-3 A3	AAA		09/20/2021	3.0	1,875,000.00	98.5740	\$1,848,262.13
43814UAF6	HAROT 2018-2 A2	AAA		12/18/2020	2.2	9,865,000.00	99.9239	\$9,857,487.80
44890WAD2	HART 2015-A A4	AAA		07/15/2020	1.8	965,323.88	99.9018	\$964,375.74
44932HAE3	IBM FLOAT 01/20/21	A+	A1	01/20/2021	0.1	3,000,000.00	100.4810	\$3,014,430.00
459058GK3	IBRD FLOAT 08/21/20		Aaa	08/21/2020	0.1	11,000,000.00	100.0180	\$11,001,980.00
45950VHC3	IFC 0 01/09/19		Aaa	01/09/2019	0.0	10,000,000.00	100.0134	\$10,001,336.00
46625HHL7	JPMORGAN CHASE & CO	AA-	A3	04/23/2019	0.6	18,000,000.00	101.9798	\$18,356,368.32
46625HQU7	JPM 1.85 03/22/19	AA-	A3	03/22/2019	0.4	3,000,000.00	99.6341	\$2,989,022.82

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
46625HQV5	JPM 0 03/22/19	AA-	A3	03/22/2019	0.2	5,000,000.00	100.2712	\$5,013,557.90
46647PAC0	JPM FLOAT 03/09/21	AA-	A3	03/09/2021	0.2	5,000,000.00	100.2732	\$5,013,658.40
46647PAT3	JPM FLOAT 06/18/22	AA-	A3	06/18/2022	0.2	2,290,000.00	100.2071	\$2,294,742.34
47787XAB3	JDOT 2017-A A2	AAA	Aaa	10/15/2019	1.0	889,103.05	99.9292	\$888,473.92
47788BAB0	JOHN DEERE OWNER TRUST	AAA	Aaa	04/15/2020	1.5	2,508,830.93	99.7382	\$2,502,262.31
48125LRM6	JPM 0 02/13/20	AA	Aa3	02/13/2020	0.1	11,275,000.00	100.0541	\$11,281,096.51
55279HAG5	MTB 2 1/4 07/25/19	A	A3	07/25/2019	0.7	550,000.00	99.5530	\$547,541.34
58772PAD0	MBART 2015-1 A3			12/16/2019	1.2	903,784.85	99.9036	\$902,913.15
59333P2A5	MIAMI-DADE AVIATION REV	A		10/01/2018	0.0	2,280,000.00	100.0000	\$2,280,000.00
5946106N2	MICHIGAN ST		Aa1	11/01/2018	0.1	2,925,000.00	100.1130	\$2,928,305.25
606822AX2	MUFG FLOAT 07/26/21	A	A1	07/26/2021	0.1	3,000,000.00	100.4287	\$3,012,861.90
61746BDY9	MS 0 02/01/19	A	A3	02/01/2019	0.1	3,500,000.00	100.4284	\$3,514,993.97
61746BEH5	MS 0 02/14/20	A	A3	02/14/2020	0.1	20,000,000.00	100.2359	\$20,047,185.80
61747YDX0	MS 0 01/27/20	A	A3	01/27/2020	0.1	5,095,000.00	101.2030	\$5,156,292.85
63873NSM4	NATIXIS NY BRANCH			10/31/2018	0.1	8,500,000.00	100.0277	\$8,502,354.25
646136K83	NEW JERSEY ST TRANSPRTN	A-	Baa1	12/15/2018	0.2	20,000,000.00	99.7860	\$19,957,200.00
646139B53	NEW JERSEY ST TURNPIKE AU	A	A2	01/01/2019	0.3	12,500,000.00	100.4650	\$12,558,125.00
64971Q7C1	NEW YORK CITY NY TRANSITI	AAA	Aa1	11/01/2018	0.1	1,875,000.00	99.9590	\$1,874,231.25
65474VAM3	NMOTR 2017-A A	AAA	Aaa	04/15/2021	0.0	4,370,000.00	100.0869	\$4,373,798.84
65474VAN1	NMOTR 2017-B A	AAA	Aaa	04/18/2022	0.0	10,260,000.00	100.3859	\$10,299,591.29
65474VAP6	NMOTR 2017-C A	AAA	Aaa	10/17/2022	0.0	9,210,000.00	100.1694	\$9,225,604.50
65477XAD6	NALT 2016-B A3	AAA	Aaa	07/15/2019	0.8	1,075,180.47	99.8982	\$1,074,086.26
65478DAB3	NAROT 2018-A A2A		Aaa	12/15/2020	2.2	6,602,350.97	99.8040	\$6,589,413.00
65478GAB6	NAROT 2017-B A2A	AAA	Aaa	05/15/2020	1.6	8,954,435.09	99.6857	\$8,926,293.99
65478VAD9	NAROT 2016-B A3	AAA	Aaa	01/15/2021	2.3	2,729,834.54	99.2188	\$2,708,509.89
65590AUR5	NDASS FLOAT 04/05/19			04/05/2019	0.0	8,000,000.00	100.0906	\$8,007,248.16
68389XAG0	ORCL 5 07/08/19	A+	A1	07/08/2019	0.8	3,000,000.00	101.7288	\$3,051,865.20
68607DPF6	OREGON ST DEPT OF TRANSPR	AA+	Aa1	11/15/2018	0.1	2,410,000.00	99.9310	\$2,408,337.10
69353RCH9	PNC 2.2 01/28/19	A+	A2	01/28/2019	0.2	1,755,000.00	99.8893	\$1,753,056.58
69353RFD5	PNC 0 05/19/20	A+	A2	05/19/2020	0.1	2,025,000.00	100.3152	\$2,031,383.00
69353RFK9	PNC 0 01/22/21	A+	A2	01/22/2021	0.1	5,280,000.00	100.0085	\$5,280,446.37
69371RP34	PCAR FLOAT 05/10/21		A1	05/10/2021	0.1	4,135,000.00	100.1800	\$4,142,444.32
73358WT53	PORT AUTH OF NEW YORK & N	AA-	Aa3	09/15/2019	1.0	5,000,000.00	99.4590	\$4,972,950.00
735389MT2	PORT OF SEATTLE WA REVENU	AA	Aa2	05/01/2036*	0.6	6,000,000.00	102.5720	\$6,154,320.00
78009N2S4	RY FLOAT 11/06/18			11/06/2018	0.0	12,000,000.00	100.0284	\$12,003,408.00
78009N4N3	RY FLOAT 12/06/18			12/06/2018	0.0	13,000,000.00	100.0439	\$13,005,707.00
78012KC62	RY 2 1/8 03/02/20	AA	Aa2	03/02/2020	1.4	10,000,000.00	98.9522	\$9,895,218.40
78012UBX2	RY FLOAT 03/22/19			03/22/2019	0.2	8,000,000.00	100.1081	\$8,008,651.52
80283LAQ6	SANUK FLOAT 11/03/20	A	Aa3	11/03/2020	0.1	8,340,000.00	99.9880	\$8,338,999.20
80284YAD6	SDART 2017-3 A3	AAA		06/15/2021	2.7	8,950,000.00	99.6937	\$8,922,586.15
80285FAB0	SDART 2018-2 A2A MTGE	AAA	Aaa	10/15/2020	2.0	9,500,000.00	99.9520	\$9,495,441.90
80285GAB8	SDART 2018-3 A2A		Aaa	03/15/2021	2.5	7,970,000.00	100.0047	\$7,970,377.78

*The underlying security is defeased by U.S. Treasuries with a prerefunded maturity date of 5/1/19.

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
83191GAB5	SMAT 2016-2US A2A	AAA	Aaa	08/14/2019	0.9	133,308.72	99.8066	\$133,050.90
83368RAD4	SOCGEN 2 5/8 10/01/18	A+	A1	10/01/2018	0.0	5,600,000.00	100.0000	\$5,600,000.00
85325TC86	STANDARD CHARTERED BANK N			04/17/2019	0.5	8,000,000.00	99.9910	\$7,999,277.92
86563YWP4	SUMIBK FLOAT 05/15/19			05/15/2019	0.1	3,000,000.00	100.1901	\$3,005,704.47
86564FGY3	SUMITR FLOAT 08/16/19			08/16/2019	0.1	7,000,000.00	99.9994	\$6,999,959.96
86960BAE2	SHBASS 2 1/2 01/25/19	AA	Aa2	01/25/2019	0.3	3,150,000.00	99.9716	\$3,149,105.94
86960BAS1	SHBASS 0 09/08/20	AA	Aa2	09/08/2020	0.2	2,310,000.00	100.1919	\$2,314,432.08
89113XGS7	TORONTO- DOMINION BANK			10/03/2018	0.0	3,000,000.00	99.9932	\$2,999,794.74
89190BAC2	TAOT 2017-B A2B		Aaa	01/15/2020	0.0	780,948.22	100.0059	\$780,993.91
89236TBB0	TOYOTA 2.1 01/17/19	A	Aa3	01/17/2019	0.3	3,470,000.00	99.9136	\$3,467,001.40
89237KAD5	TAOT 2016-A A3		Aaa	03/16/2020	1.5	979,136.90	99.6168	\$975,385.14
89238KAD4	TAOT 2017-D A3		Aaa	01/18/2022	3.3	10,905,000.00	98.3095	\$10,720,653.16
89238MAB4	TAOT 2017-A A2A		Aaa	09/16/2019	1.0	616,843.25	99.9338	\$616,434.71
89238TAC7	TAOT 2018-B A2B		Aaa	03/15/2021	0.0	13,500,000.00	100.0133	\$13,501,796.85
90261XHF2	UBS AG STAMFORD CT	AA-	Aa3	08/14/2019	0.1	15,000,000.00	100.4496	\$15,067,442.85
90331HNK5	USB 0 01/17/20	AA-	A1	01/17/2020	0.0	5,000,000.00	99.9662	\$4,998,308.00
90331HNU3	USB 3.05 07/24/20	AA-	A1	07/24/2020	1.7	10,000,000.00	99.8850	\$9,988,498.50
911312BH8	UPS 0 04/01/21		A1	04/01/2021	0.0	8,415,000.00	100.0980	\$8,423,244.01
91159HHJ2	USB 0 04/25/19	AA-	A1	04/25/2019	0.1	4,000,000.00	100.1608	\$4,006,431.00
912796QJ1	B 0 11/15/18	F1		11/15/2018	0.1	25,000,000.00	99.7398	\$24,934,961.00
912796QM4	B 0 06/20/19	F1		06/20/2019	0.7	63,500,000.00	98.2506	\$62,389,133.54
912796QR3	B 0 07/18/19	F1		07/18/2019	0.8	105,000,000.00	98.0284	\$102,929,823.15
912796QV4	B 0 08/15/19	F1		08/15/2019	0.9	30,000,000.00	97.8060	\$29,341,806.30
912828K5	US TREASURY N/B	AAA	Aaa	07/31/2019	0.8	35,000,000.00	99.0117	\$34,654,101.65
912828N22	US TREASURY N/B	AAA	Aaa	12/15/2018	0.2	25,000,000.00	99.8066	\$24,951,647.50
912828S43	US TREASURY BILL	AAA	Aaa	07/15/2019	0.8	24,000,000.00	98.5977	\$23,663,437.44
912828SX9	T 1 1/8 05/31/19	AAA	Aaa	05/31/2019	0.7	39,000,000.00	99.0898	\$38,645,039.16
912828TC4	T 1 06/30/19	AAA	Aaa	06/30/2019	0.7	50,000,000.00	98.8789	\$49,439,453.00
912828TH3	T 0 7/8 07/31/19	AAA	Aaa	07/31/2019	0.8	13,000,000.00	98.5938	\$12,817,187.50
91324PCM2	UNH 2.7 07/15/20	A-	A3	07/15/2020	1.8	7,394,000.00	99.3714	\$7,347,522.50
91324PDB5	UNH 0 10/15/20	A-	A3	10/15/2020	0.0	4,790,000.00	100.0174	\$4,790,834.80
91476PQM3	UNIVERSITY OF OKLAHOMA/TH	AA-		07/01/2019	0.8	1,500,000.00	99.0710	\$1,486,065.00
931142EH2	WMT FLOAT 06/23/21 CORP	AA	Aa2	06/23/2021	0.2	5,330,000.00	100.5018	\$5,356,744.77
94974BFU9	WFC 2 1/8 04/22/19	A+	A2	04/22/2019	0.6	7,000,000.00	99.6829	\$6,977,801.81
94974BGN4	WFC 0 07/22/20	A+	A2	07/22/2020	0.1	1,150,000.00	101.0420	\$1,161,983.00
94988J5N3	WFC 2.6 01/15/21	AA-	Aa2	01/15/2021	2.3	6,105,000.00	98.3156	\$6,002,166.83
94989RD70	WFC FLOAT 04/05/19			04/05/2019	0.0	8,000,000.00	100.0906	\$8,007,246.64
94989RF94	WFC FLOAT 04/23/19			04/23/2019	0.1	7,800,000.00	100.0549	\$7,804,281.11
94989RQJ0	WFC FLOAT 10/15/18			10/15/2018	0.0	7,000,000.00	100.0079	\$7,000,553.00
96130AAC2	WESTPAC BANKING CORPORATI			06/21/2019	0.7	11,500,000.00	100.0119	\$11,501,368.27

**Account**

- Select
- Balance
- Activity
- General Information
- Audit Documents
- Statements
- Bank Information

Fund

- Yield and NAV History
- Holdings
- Assets by Fund

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- Online Purchase
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- Online Transfer
- Transaction Request Form
- Pending Trades

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Account Number: 20100000410
Account Name: CONTRA COSTA COUNTY

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Holdings

Data

Fund : CalTRUST Liquidity Fund v
As Of Date : 9/30/2018

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Holdings

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
00084CKC5	ABN AMRO FDG USA LLC CP 0			10/12/2018	0.0	1,000,000.00	99.9303	\$999,303.33
00084CLG5	ABN AMRO FDG USA LLC CP			11/16/2018	0.1	575,000.00	99.7112	\$573,339.53
01329XKN8	ALBION CAP CORP S A 0% CP			10/22/2018	0.1	1,000,000.00	99.8728	\$998,728.33
02665WCK5	HNDA FLOAT 06/24/19		A2	06/24/2019	0.2	910,000.00	100.0000	\$910,000.00
06370REL9	BANK OF MONTREAL (CHICAGO)			01/23/2019	0.3	1,250,000.00	100.0000	\$1,250,000.00
06370RJA8	BANK OF MONTREAL			03/12/2019	0.0	3,000,000.00	100.0000	\$3,000,000.00
06371EYK7	BANK MONTREAL CHC CD FLT			06/13/2019	0.0	300,000.00	99.9934	\$299,980.25
06417GTS7	BNS FLOAT 02/28/19			02/28/2019	0.2	1,150,000.00	100.1227	\$1,151,411.36
06417GU97	BANK NOVA SCOTIA			03/12/2019	0.2	1,000,000.00	100.0137	\$1,000,137.13
08224MKF0	BENNINGTON STARK CAP CO			10/15/2018	0.0	1,500,000.00	99.9086	\$1,498,629.17
09248U700	BLACKROCK LIQ FDS FEDFUND			0	0.0	8,543,547.20	100.0000	\$8,543,547.20
13606BLU8	CM FLOAT 02/04/19			02/04/2019	0.1	3,300,000.00	100.0548	\$3,301,809.08
13606BZL3	CM FLOAT 07/16/19			07/16/2019	0.0	800,000.00	100.0000	\$800,000.00
17325FAC2	C FLOAT 11/09/18	A+	A1	11/09/2018	0.1	1,500,000.00	100.0262	\$1,500,392.65
19422GME1	COLLATERALIZED COML PAPER			12/14/2018	0.2	1,000,000.00	99.5005	\$995,005.00
19422GQ49	COLLATERALIZED COML PAPER			03/04/2019	0.4	2,000,000.00	98.9220	\$1,978,440.00
20271ENG0	CBAAU FLOAT 03/18/19			03/18/2019	0.2	887,000.00	100.0633	\$887,561.16
21684B4T8	COOPERATIEVE CENTRALERAIF			02/08/2019	0.0	845,000.00	99.9952	\$844,959.58
22536URV4	CICFP FLOAT 10/26/18			10/26/2018	0.1	1,900,000.00	100.0176	\$1,900,334.67
22845ADU1	CPSERA 2.4 12/03/18			12/03/2018	0.2	1,500,000.00	100.0000	\$1,500,000.00
22845ADV9	CPSERA 2.4 12/06/18			12/06/2018	0.2	1,200,000.00	100.0000	\$1,200,000.00
2284K1KF9	CROWN PT CAP CO LLC 0% CP			10/15/2018	0.0	500,000.00	99.9086	\$499,543.06
40434RK50	HSBC USA INC:4-2			10/05/2018	0.0	3,000,000.00	99.9764	\$2,999,293.33
44988KFR5	ING (US) FUNDING LLC			03/06/2019	0.0	800,000.00	100.0000	\$800,000.00

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
44988KFW4	ING (US) FUNDING LLC			04/12/2019	0.0	500,000.00	100.0000	\$500,000.00
55379WHV1	MUFG BANK LTD			11/26/2018	0.2	1,500,000.00	100.0000	\$1,500,000.00
60689GNW2	MIZUHO CORP BK 0% CP			01/30/2019	0.3	1,300,000.00	99.1782	\$1,289,316.71
60700AL93	MIZUHO FLOAT 12/03/18			12/03/2018	0.0	2,000,000.00	100.0000	\$2,000,000.00
60700AS62	MIZUHO FLOAT 01/07/19			01/07/2019	0.0	1,500,000.00	100.0000	\$1,500,000.00
6117P5KB2	MONT BLANC CAP CORP 0%			10/11/2018	0.0	700,000.00	99.9361	\$699,552.78
63763QQT7	NATL SEC CLEARING CORP CP			03/27/2019	0.5	2,000,000.00	98.7708	\$1,975,416.67
63873NWA5	NATIXIS (NEW YORK BRANCH)			12/20/2018	0.2	1,000,000.00	100.0000	\$1,000,000.00
64105HK92	NESTLE CAP CORP 0% CP			10/09/2018	0.0	1,000,000.00	99.9507	\$999,506.67
64105HMB5	NESTLE CAP CORP 0% CP			12/11/2018	0.2	500,000.00	99.5361	\$497,680.35
65409SM39	NIEUW AMSTERDAM RECEIVABL			12/03/2018	0.2	2,000,000.00	99.5975	\$1,991,950.00
65602UXB9	NORINCHUKIN BK NY BRH CD			10/12/2018	0.0	700,000.00	99.9820	\$699,874.15
67983UKA0	OLD LINE FUNDING LLC 0% C			10/10/2018	0.0	2,145,000.00	99.9475	\$2,143,873.88
67983UMA8	OLD LINE FUNDING LLC 0%			12/10/2018	0.2	2,500,000.00	99.5606	\$2,489,013.89
7588R1KG9	REGENCY MKTS NO 1 LLC CP			10/16/2018	0.0	2,000,000.00	99.9104	\$1,998,208.33
76582KKH3	RIDGEFIELD FDG CO LLC IAM			10/17/2018	0.0	600,000.00	99.8956	\$599,373.33
78009N2S4	RY FLOAT 11/06/18			11/06/2018	0.0	500,000.00	100.0048	\$500,024.02
78012UFB6	RY FLOAT 08/16/19			08/16/2019	0.0	700,000.00	100.0000	\$700,000.00
82124ML65	SHEFFIELD RECEIVABLES COR			11/06/2018	0.1	3,000,000.00	99.7740	\$2,993,220.00
83050FS77	SKANDINAVISKA ENSKILDA			05/03/2019	0.1	800,000.00	99.9962	\$799,969.92
83369YR24	SOCIETE GENERALE			02/08/2019	0.4	1,500,000.00	100.0000	\$1,500,000.00
85325TQ24	STANLN FLOAT 03/25/19			03/25/2019	0.2	2,000,000.00	100.0000	\$2,000,000.00
86564FFG3	SUMITR FLOAT 10/18/18			10/18/2018	0.0	1,000,000.00	100.0000	\$1,000,000.00
86564FGR8	SUMITOMO MITSUI TR BK LTD			02/08/2019	0.0	3,000,000.00	100.0010	\$3,000,030.62
86958JF20	SVENSKA HANDELSBANKEN			05/07/2019	0.1	501,000.00	100.0098	\$501,049.15
86958JZW2	SHBASS FLOAT 03/13/19			03/13/2019	0.2	500,000.00	100.0630	\$500,314.99
87019VNC7	SWEDBANK SPARBANKEN CD			10/10/2018	0.0	2,800,000.00	100.0032	\$2,800,089.18
89113X6Y5	Toronto-Dominion Bank			04/22/2019	0.6	500,000.00	100.0000	\$500,000.00
89114MAF4	TORONTO- DOMINION BANK CD			08/07/2019	0.9	1,500,000.00	100.0000	\$1,500,000.00
89114MBE6	TORONTO DOMINION BANK NY			06/14/2019	0.7	2,000,000.00	100.0000	\$2,000,000.00
89236TDY8	TOYOTA MOTOR CREDIT CORP			12/24/2018	0.2	1,144,000.00	100.0497	\$1,144,568.06
92512MKX6	VERSAILLES COMMERCIAL PAP			10/31/2018	0.1	1,200,000.00	99.8050	\$1,197,660.00

CUSIP	Description	Fitch Rating 9/30/2018	Moody's 9/30/2018	Mat. Date	Years	Shares	Price	Value
CITREP54 10/01/2018	CGI 2.26 01-OCT- 2018			10/01/2018	0.0	35,000,000.00	100.0000	\$35,000,000.00
MERREP54 10/01/2018	MER 2.27 01-OCT- 2018			10/01/2018	0.0	40,000,000.00	100.0000	\$40,000,000.00
MIZREP54 10/01/2018	MIZ 2.25 01-OCT- 2018			10/01/2018	0.0	40,000,000.00	100.0000	\$40,000,000.00

If you have any questions regarding your account please contact Shareholder Services at: 833-CAL-TRUST (833-225-8787)

SECTION III

APPENDIX

B. INVESTMENT PORTFOLIO DETAIL – MANAGED BY OUTSIDE CONTRACTED PARTIES

B. 6. EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY (EBRCS)

EBRCS TRANSACTIONS*

For the Quarter Ending

September 30, 2018**FY 2018-2019**

FUND	BALANCE @	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	TJ/Date	BALANCE @
NUMBER	06/30/18							09/30/18
100300	1,769,666.58							1,769,666.58
TOTALS	1,769,666.58	0.00	0.00	0.00	0.00	0.00	0.00	1,769,666.58

* East Bay Regional Communications System Authority

EXHIBITS

CONTRA COSTA COUNTY Portfolio Summary Report AS OF SEPTEMBER 30, 2018

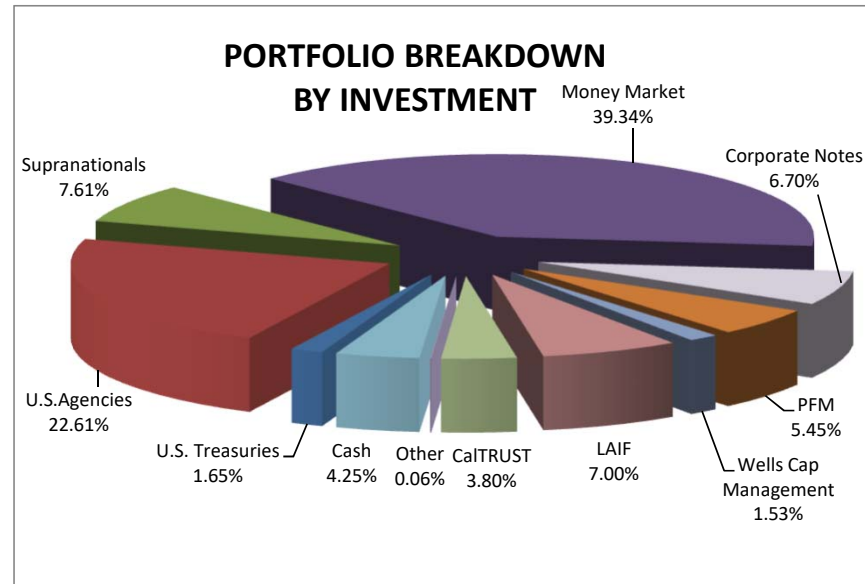
Exhibit I

Portfolio Characteristics

Par	\$2,908,846,225.41
Cost	\$2,899,208,814.56
Market Value	\$2,893,479,631.04
Weighted Yield to Maturity	2.07%
Weighted Average Days to Maturity	212
Weighted Duration	0.57 yr

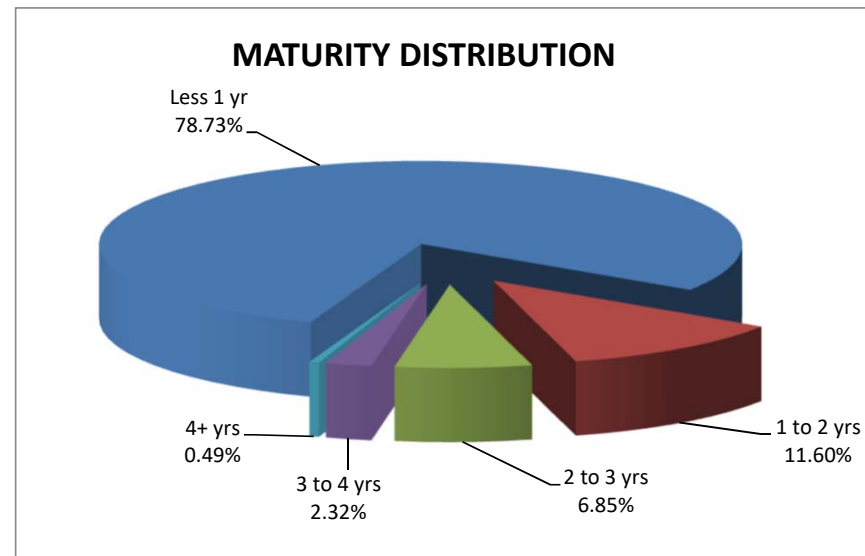
Portfolio Breakdown by Investment

Investments	Par Value	Percent of Total
U.S. Treasuries	\$48,130,000.00	1.65%
U.S. Agencies	657,578,000.00	22.61%
Supranationals	221,323,000.00	7.61%
Money Market	1,144,475,715.54	39.34%
Corporate Notes	194,789,000.00	6.70%
PFM	158,404,456.78	5.45%
Wells Cap Management	44,493,747.50	1.53%
LAIF	203,613,002.79	7.00%
CalTRUST	110,557,444.69	3.80%
Other	1,769,666.58	0.06%
Cash	123,712,191.53	4.25%
TOTAL*	\$2,908,846,225.41	100.00%



Maturity Distribution

Time	Par Value	Percent of Total
Less 1 yr	\$2,290,165,244.61	78.73%
1 to 2 yrs	337,568,071.06	11.60%
2 to 3 yrs	199,256,243.16	6.85%
3 to 4 yrs	67,617,000.00	2.32%
4+ yrs	14,239,666.58	0.49%
TOTAL*	\$2,908,846,225.41	100.00%



* Does not include the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

** May or may not total to 100% due to rounding

**CONTRA COSTA COUNTY INVESTMENT POOL
PERFORMANCE SUMMARY
AS OF SEPTEMBER 30, 2018**

	<u>PAR</u>	³ <u>PERCENT OF</u>	<u>YTM</u>	<u>WEIGHTED</u> <u>AVERAGE DAYS TO</u> <u>MATURITY AT</u> <u>END-OF-QUARTER</u>	<u>DURATION</u>	
	<u>(\$)</u>	<u>(%)</u>	<u>(%)</u>	<u>(day)</u>	<u>(year)</u>	
A. Investments Managed by Treasurer's Office¹	\$2,266,295,715.54	77.96%	2.0983%	230	0.62	²
B. Investments Managed by Outside Contractors³						
1. PFM	\$158,404,456.78	5.45%	1.7952%	530	1.26	²
2. Local Agency Investment Fund	\$203,613,002.79	7.00%	2.0000%	1	N/A	
3. Wells Capital Management	\$44,493,747.50	1.53%	2.3900%	234	0.47	⁴
4. CalTRUST Short-Term Fund	\$55,550,195.40	1.91%	2.2700%	⁵ 1	0.47	
5. CalTRUST Liquidity Fund	\$55,007,249.29	1.89%	1.9600%	⁵ 0	0.07	
C. Cash	\$123,712,191.53	4.26%	1.97%	⁶ 0	0.00	

³Yield to Maturity on Portfolio at End-of-Quarter = 2.07%

³Weighted Average Days to Maturity on Portfolio at End-of-Quarter = 212

³ Weighted Duration (yr) at End-of-Quarter = 0.57

1. Excludes the funds managed by PFM.

2. Data is provided by FIS.

3. Excludes: Section B.6.a (EBRCS Bond) of the Investment Pool summary report and Futuris Public Entity Trust.

4. Data provided by Wells Capital Management.

5. 30 day SEC Yield.

6. Wells Fargo Bank Average Earnings Credit Rate on Investable Balance for the quarter ending in Sept 2018.

LAIF and CalTRUST Short Term Fund are subject to a one day call of principal provision. CalTRUST Liquidity Fund provides a same day liquidity provision.

CONTRA COSTA COUNTY INVESTMENT POOL

	<u>As of September 30, 2018</u>	<u>As of June 30, 2018</u>	<u>CHANGE IN VALUE</u>	
<u>TYPE</u>	<u>PAR VALUE</u>	<u>PAR VALUE</u>	<u>FROM PREV. QTR.</u>	<u>% CHANGE</u>
A. Investments Managed by Treasurer's Office				
1. U.S. Treasuries (STRIPS, Bills, Notes)	\$48,130,000.00	\$70,170,000.00	(\$22,040,000.00)	-31.41%
2. U.S. Agencies				
Federal Home Loan Banks	257,215,000.00	396,715,000.00	(139,500,000.00)	-35.16%
Federal National Mortgage Association	65,145,000.00	65,145,000.00	0.00	0.00%
Federal Farm Credit Banks	195,622,000.00	176,826,000.00	18,796,000.00	10.63%
Federal Home Loan Mortgage Corporation	139,206,000.00	107,098,000.00	32,108,000.00	29.98%
Municipal Bonds	390,000.00	390,000.00	0.00	0.00%
Subtotal	657,578,000.00	746,174,000.00	(88,596,000.00)	-11.87%
3. Supranationals	221,323,000.00	371,323,000.00	(150,000,000.00)	-67.77%
4. Money Market Instruments				
Commercial Paper	652,267,000.00	1,071,101,000.00	(418,834,000.00)	-39.10%
Negotiable Certificates of Deposit	491,640,000.00	631,536,000.00	(139,896,000.00)	-22.15%
Medium Term Certificates of Deposit	0.00	0.00	0.00	0.00%
Money Market Accounts	565,318.32	565,318.32	0.00	0.00%
Time Deposit	3,397.22	3,397.22	0.00	0.00%
Subtotal	1,144,475,715.54	1,703,205,715.54	(558,730,000.00)	-32.80%
5. Corporate Notes	194,789,000.00	151,305,000.00	43,484,000.00	28.74%
TOTAL (Section A)	2,266,295,715.54	3,042,177,715.54	-775,882,000.00	-25.50%
B. Investments Managed by Outside Contractors				
1. PFM	158,404,456.78	162,606,955.46	(4,202,498.68)	-2.58%
2. Local Agency Investment Fund	203,613,002.79	224,778,257.53	(21,165,254.74)	-9.42%
3. Wells Capital Management	44,493,747.50	44,428,628.90	65,118.60	0.15%
4. CalTRUST (Short Term Fund)	55,550,195.40	145,490,315.16	(89,940,119.76)	-61.82%
5. CalTRUST (Liquidity Fund)	55,007,249.29	0.00	55,007,249.29	100.00%
6. Other				
a. EBRCS Bond	1,769,666.58	1,769,666.58	0.00	0.00%
TOTAL (Section B)	518,838,318.34	579,073,823.63	(60,235,505.29)	-10.40%
C. Cash	123,712,191.53	128,453,931.24	(4,741,739.71)	-3.69%
* GRAND TOTAL (FOR A , B, & C)	\$2,908,846,225.41	\$3,749,705,470.41	(\$840,859,245.00)	-22.42%

* Excludes the Futuris Public Entity Trust of the Contra Costa Community College District Retirement Board of Authority

CONTRA COSTA INVESTMENT POOL

Exhibit IV

INVESTMENTS MANAGED BY TREASURER'S OFFICE

QUARTERLY COUPON RATES, YIELD TO MATURITY

Fiscal Year		Quarter Ending			
		September	December	March	June
2018/2019	Coupon Rate	2.0195%			
	Yield to Maturity	2.0983%			
2017/18	Coupon Rate	1.3142%	1.3991%	1.6907%	1.9356%
	Yield to Maturity	1.3307%	1.4333%	1.7091%	1.9758%
2016/17	Coupon Rate	1.0063%	1.0436%	1.1392%	1.2330%
	Yield to Maturity	0.9760%	1.0418%	1.1420%	1.2552%
2015/16	Coupon Rate	0.6433%	0.7270%	0.8556%	0.9341%
	Yield to Maturity	0.5859%	0.6955%	0.8251%	0.9043%
2014/15	Coupon Rate	0.5437%	0.4624%	0.4912%	0.5309%
	Yield to Maturity	0.4605%	0.4185%	0.4379%	0.4894%
2013/14	Coupon Rate	0.6331%	0.4843%	0.4686%	0.4802%
	Yield to Maturity	0.4645%	0.3709%	0.3680%	0.3877%
2012/13	Coupon Rate	0.8304%	0.5568%	0.5829%	0.5838%
	Yield to Maturity	0.6012%	0.3947%	0.4243%	0.4229%
2011/12	Coupon Rate	0.8769%	0.8385%	0.8122%	0.7426%
	Yield to Maturity	0.6842%	0.6658%	0.6739%	0.6130%
2010/11	Coupon Rate	0.9802%	0.7132%	0.7326%	0.6982%
	Yield to Maturity	0.7494%	0.5866%	0.6133%	0.5612%
2009/10	Coupon Rate	1.2464%	0.8931%	0.8610%	0.8212%
	Yield to Maturity	1.1095%	0.7840%	0.7373%	0.6993%
2008/09	Coupon Rate	4.4019%	1.7623%	1.2918%	1.2418%
	Yield to Maturity	4.2819%	1.6574%	1.1808%	1.1231%

Source: All data is calculated by Sungard.
Excludes funds managed by PFM beginning 9/2018

CONTRA COSTA INVESTMENT POOL

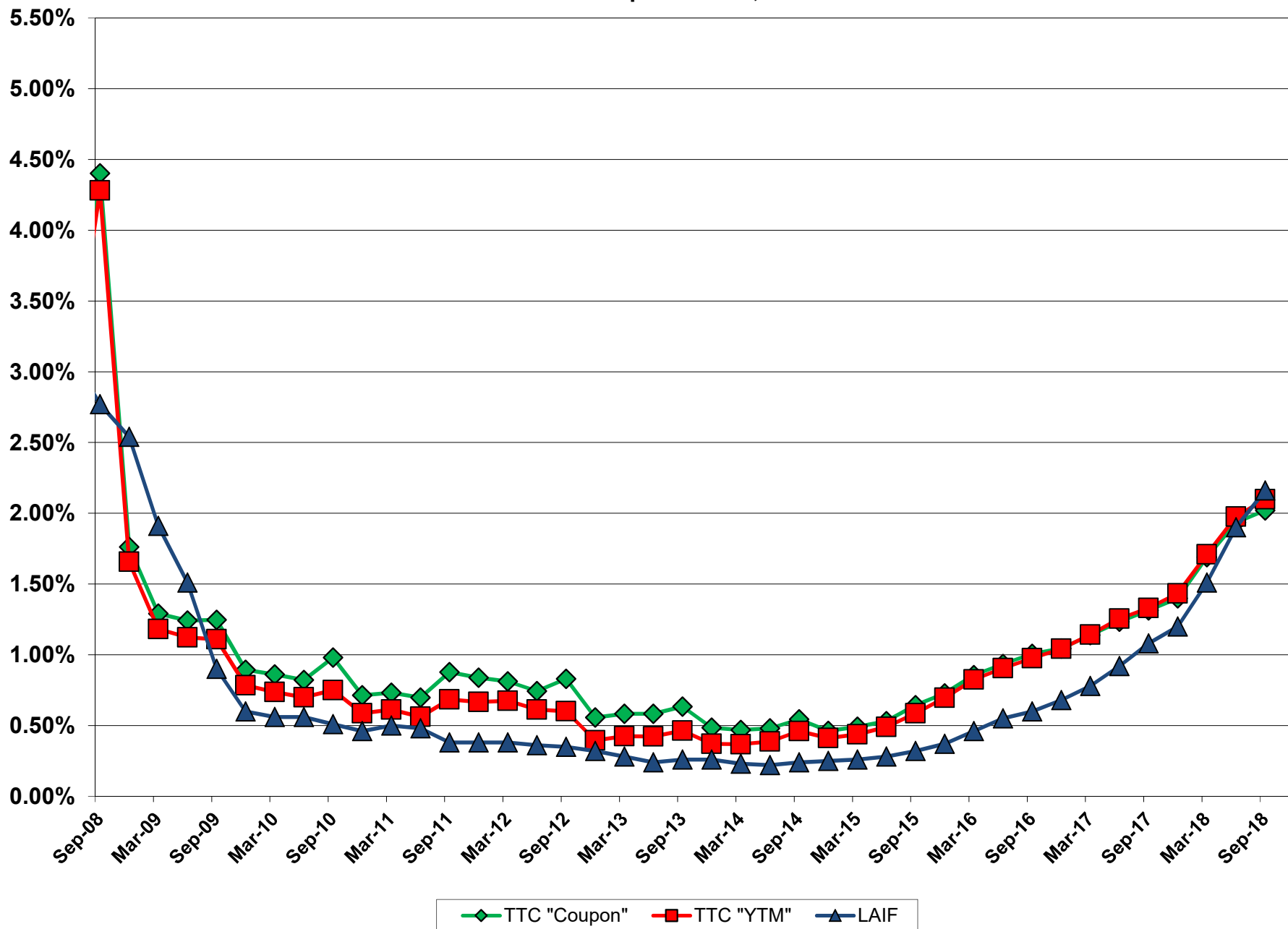
Exhibit IV (a)

INVESTMENTS MANAGED BY OUTSIDE CONTRACTOR**LAIF QUARTERLY APPORTIONMENT RATES**

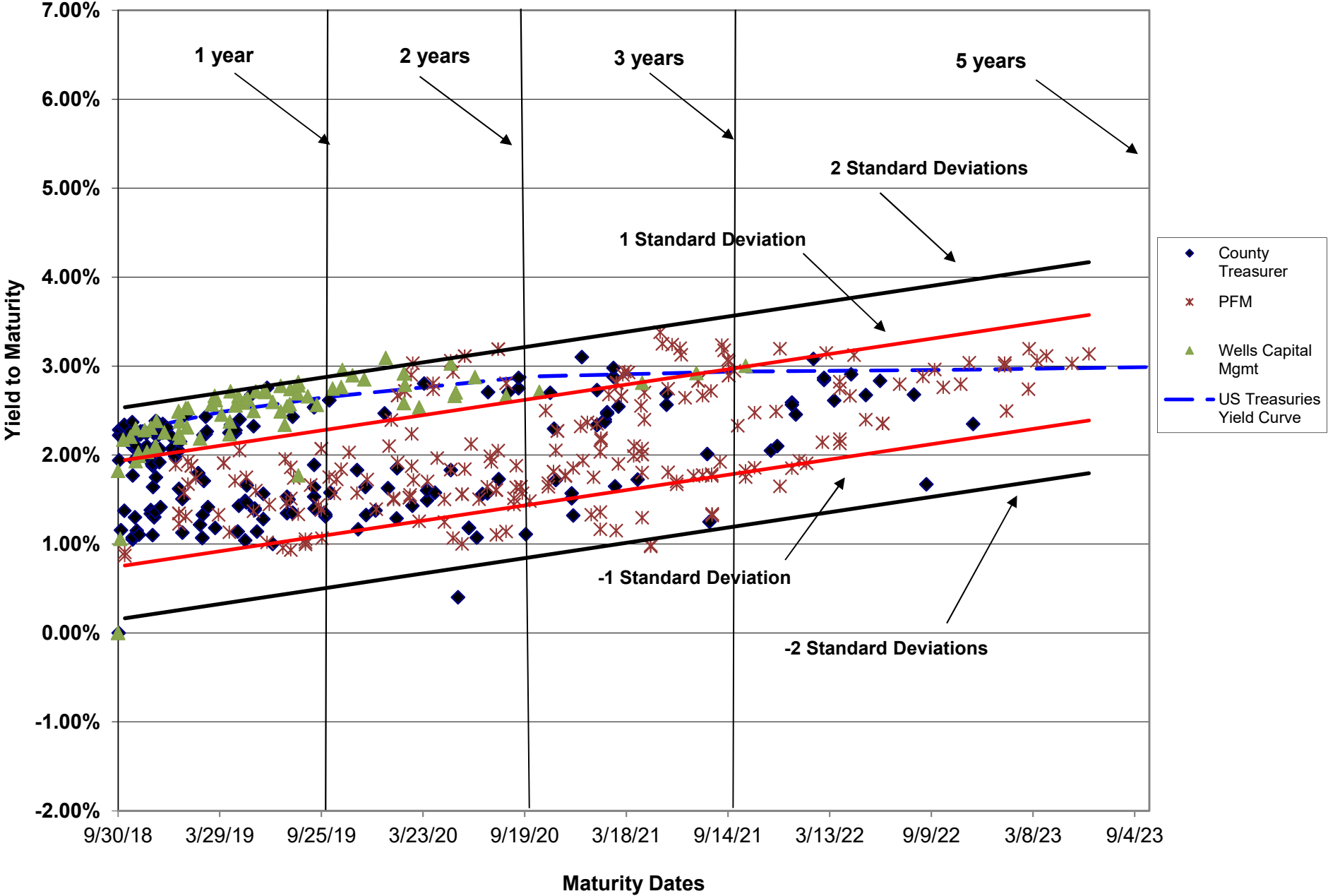
		Quarter Ending			
		September	December	March	June
2018/19	Apportionment Rate	2.16%			
2017/18	Apportionment Rate	1.08%	1.20%	1.51%	1.90%
2016/17	Apportionment Rate	0.60%	0.68%	0.78%	0.92%
2015/16	Apportionment Rate	0.32%	0.37%	0.46%	0.55%
2014/15	Apportionment Rate	0.24%	0.25%	0.26%	0.28%
2013/14	Apportionment Rate	0.26%	0.26%	0.23%	0.22%
2012/13	Apportionment Rate	0.35%	0.32%	0.28%	0.24%
2011/12	Apportionment Rate	0.38%	0.38%	0.38%	0.36%
2010/11	Apportionment Rate	0.51%	0.46%	0.50%	0.48%
2009/10	Apportionment Rate	0.90%	0.60%	0.56%	0.56%
2008/09	Apportionment Rate	2.77%	2.54%	1.91%	1.51%

Contra Costa County Investment Pool

as of September 30, 2018



Risk Assessment
as of September 30, 2018



Risk Assessment

(Securities Greater Than or Less Than Two Standard Deviations)

As of September 30, 2018

<u>CUSIP</u>	<u>DESCRIPTION</u>	<u>PAR</u>	<u>COST</u>	<u>MARKET</u>	<u>INTEREST</u>	<u>MATURITY DATE</u>	<u>YTM (%)</u>
90331HNK5	US BANK NA	700,000.00	700,000.00	703,400.21	2.46%	1/17/2020	3.09%
912828Q78	CCCCD GOV US TREASUR	25,000.00	25,349.18	24,078.25	1.38%	4/30/2021	0.97%
121101042	CCCCD BERTA KAMM	3,397.22	3,397.22	3,397.22	0.40%	5/24/2020	0.40%

CONTRA COSTA COUNTY INVESTMENT POOL

AVERAGE INFORMATION
July 1, 2018 through September 30, 2018

	AVERAGE DAILY BALANCE (PAR)	PERCENT OF PORTFOLIO	AVERAGE YTM	AVERAGE DAYS TO MATURITY AS A PERCENT OF PORTFOLIO	AVERAGE DAYS TO MATURITY FOR THE QUARTER
A. Investments Managed by Treasurer's Office¹	\$2,421,214,206.28	77.97%	2.0270%	170.02	218
B. Investments Managed by Outside Contractors²					
1. PFM	\$160,000,111.18	5.15%	1.7223%	27.67	537
2. Local Agency Investment Fund ³	\$209,562,471.86	6.75%	2.0017%	0.07	1
3. Wells Capital Management	\$44,453,991.20	1.43%	2.3800%	3.47	242
4. CalTRUST Short Term Fund ³	\$121,859,201.34	3.92%	2.2067%	0.04	1
5. CalTRUST Liquidity Fund ⁴	\$36,418,889.30	1.17%	1.9100%	0.00	0
C. Cash⁵	\$111,875,108.30	3.60%	0.4977%	0.00	0
Total	<u><u>\$3,105,383,979.46</u></u>	100.00%			
* Weighted Average YTM of Portfolio =			<u><u>1.97%</u></u>	<u><u>201</u></u>	

Notes:

1. Includes the funds managed by PFM.
2. Excludes: Section B.6.a (EBRCS Bond) of the Investment Pool Summary and Futuris Public Entity Trust.
3. LAIF and CalTRUST Short Term Fund are subject to a one day call of principal provision
4. CalTRUST Liquidity Fund provides a same day liquidity provision.
5. The average of Investable Balances and the average of Earnings Allowance Rates of all three banks, WFB, BofA, and Mechanics.

**CONTRA COSTA COUNTY INVESTMENT POOL
SUMMARY OF POOL RATES AND BENCHMARKS
AS OF SEPTEMBER 30, 2018**

<u>Pool Rates:</u>	YTM as of <u>9/30/18</u>	Quarterly <u>Ave.</u>	Average Days to <u>Maturity</u>	
Total County Portfolio (w/ Cash)	2.07%	1.97%	228	*1
Investments Managed by Treasurer's Office	2.10%	2.03%	218	
PFM	1.80%	1.72%	537	
Wells Capital Management	2.39%	2.38%	242	
CalTRUST Short Term Fund	2.27%	2.21%	330	*2
CalTRUST Liquidity Fund	1.96%	1.91%	49	*3
	Quarterly Apportionment <u>Rate</u>	PMIA Ave. Effective <u>Yield</u>		
Local Agency Investment Fund (LAIF)	2.16%	2.00%	193	*2

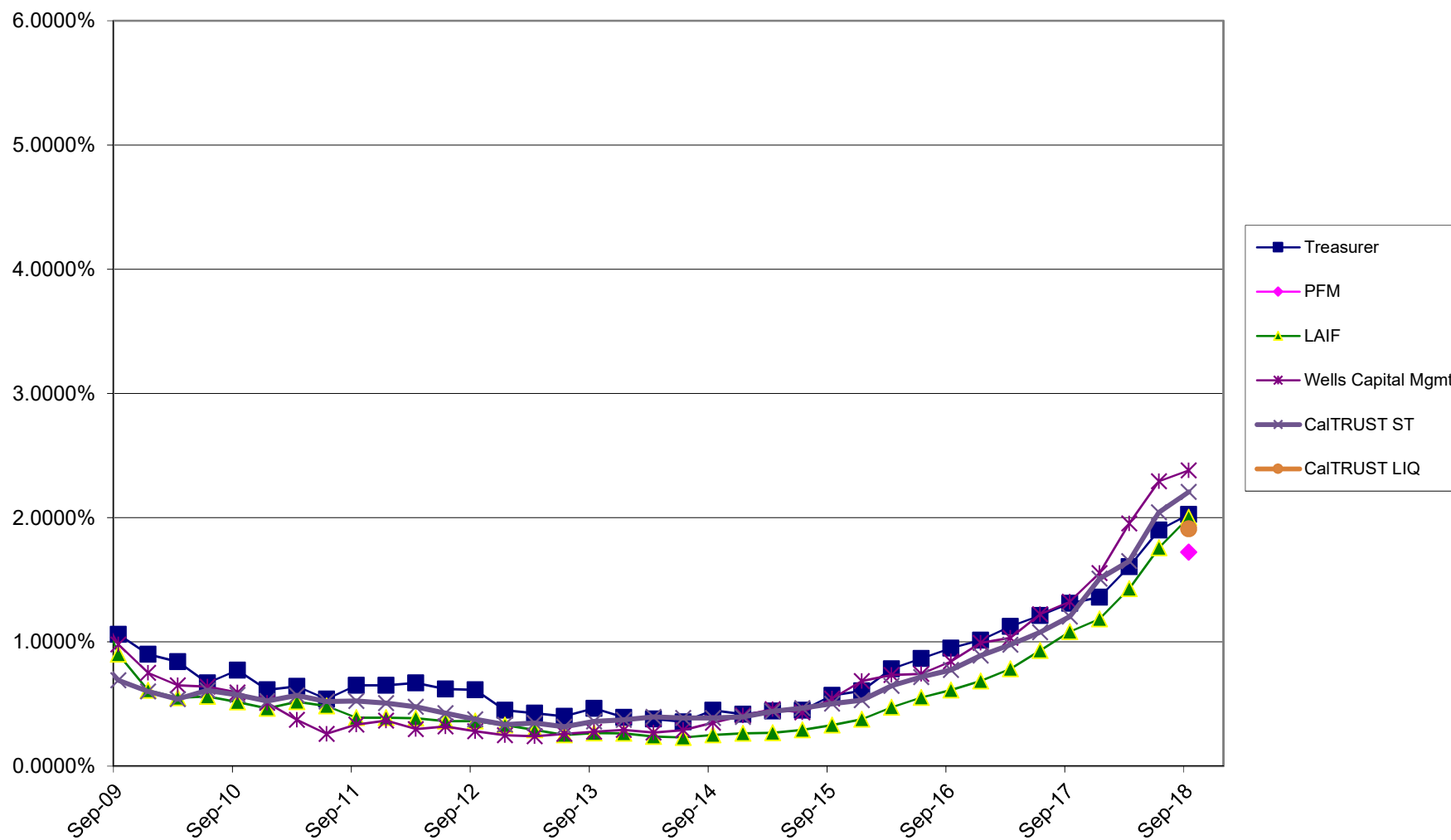
<u>Benchmarks:</u>	<u>9/30/18</u>	7/1/18 - 9/30/18		
		<u>High</u>	<u>Ave.</u>	<u>Low</u>
Federal Fund Rates Index	2.1500%	2.1600%	1.9131%	1.9000%
Six Month Treasury Bill	2.1588%	2.1675%	2.0920%	2.0313%
Six Month LIBOR	2.6039%	2.6039%	2.5351%	2.5059%
Vanguard Prime Money Mkt Fund	0.5200%			

*1. Cash is included in the calculation.

*2. Average days to maturity with a one day call of principal provision.

*3. Average days to maturity with a same day liquidity provision.

Contra Costa County Investment Pool
Average Quarterly YTM
as of September 30, 2018



**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
September 30, 2018**

Exhibit VI

<u>Description</u>	<u>CUSIP</u>	<u>Maturity Date</u>	<u>Coupon Rate</u>	<u>Par (\$)</u>	<u>Market (\$)</u>	<u>Cost (\$)</u>	<u>Provisions</u>	<u>Fund #</u>
CORP MICROSOFT CORP	594918AV6	12/6/2018	1.63%	6,406,000.00	6,398,376.86	6,368,460.84	Make-whole call +7 bps	8177
CCCCD CORP BB&T CALL	05531FAQ6	2/1/2019	2.25%	1,960,000.00	1,957,824.40	1,980,325.20	Call anytime on and after 1/2/19	7944
CCCCD CORP CISCO SYS	17275RAE2	2/15/2019	4.95%	1,795,000.00	1,810,544.70	1,983,187.80	Make-whole call +30 bps	7944
GOV FFCB CALLABLE NO	3133EFYS0	2/22/2019	1.15%	10,000,000.00	9,957,200.00	9,980,400.00	Call on and anytime after 2/22/17	8177
CORP EXXON MOBIL COR	30231GAP7	3/1/2019	1.71%	3,500,000.00	3,488,940.00	3,500,000.00	Make-whole call +12.5 bps	8177
CCCCD CORP US BANCOR	91159HHH6	4/25/2019	2.20%	1,950,000.00	1,945,144.50	1,982,935.50	Call on and anytime after 3/25/19	7944
CORP CHEVRON	166764BH2	5/16/2019	1.56%	5,000,000.00	4,968,800.00	4,986,000.00	Make-whole call +12.5 bps	8177
CCCSIG CORP GOLDMAN	38141GWP5	7/23/2019	1.95%	315,000.00	312,798.15	314,962.20	Make-whole call +10 bps	6911
CCCSIG CORP BERKSHIR	084664CK5	8/15/2019	1.30%	375,000.00	370,477.50	374,636.25	Make-whole call +10 bps	6911
CCCSIG CORP IBM CRED	44932HAA1	9/6/2019	1.63%	700,000.00	692,692.00	699,468.00	Make-whole call +7 bps	6911
CCCSIG CORP CISCO SY	17275RBG6	9/20/2019	1.40%	795,000.00	784,617.30	794,117.55	Make-whole call +10 bps	6911
CCCCD CORP PFIZER IN	717081DL4	5/15/2019	2.10%	1,960,000.00	1,954,688.40	1,984,068.80	Make-whole call +7 bps	7944
CCCSIG CORP WALMART	931142DY6	10/9/2019	1.75%	350,000.00	346,843.00	349,993.00	Make-whole call +5 bps	6911
CCCSIG CORP HONEYWEL	438516BQ8	10/30/2019	1.80%	240,000.00	237,650.40	239,812.80	Make-whole call +5 bps	6911
CCCSIG CORP AMERICAN	02665WBZ3	11/13/2019	2.00%	300,000.00	297,003.00	299,832.00	Make-whole call +7.5 bps	6911
CCCSIG CORP PFIZER	717081EB5	12/15/2019	1.70%	845,000.00	833,626.30	844,391.60	Make-whole call +10 bps	6911
CCCSIG CORP JPMORGAN	46625HKA7	1/23/2020	2.25%	400,000.00	395,908.00	401,508.00	Call on and anytime after 12/23/19	6911
CORP MICROSOFT CORP	594918BV5	2/6/2020	1.85%	10,000,000.00	9,878,700.00	10,000,000.00	Make-whole call +10 bps	8177
CCCSIG CORP APPLE IN	037833CK4	2/7/2020	1.90%	600,000.00	592,926.00	599,706.00	Make-whole call +7.5 bps	6911
CCCSIG CORP CHEVRON	166764BP4	3/3/2020	1.99%	1,075,000.00	1,061,605.50	1,078,569.00	Make-whole call +10 bps	6911
CCCCD CORP AMERICAN	0258M0EE5	3/3/2020	2.20%	170,000.00	168,096.00	169,823.20	Call on and anytime after 2/1/20	7903
CCCSIG CORP EXXON MO	30231GAG7	3/6/2020	1.91%	400,000.00	395,204.00	401,916.00	Make-whole call +5 bps	6911
CORP APPLE INC	037833CS7	5/11/2020	1.80%	10,000,000.00	9,832,600.00	9,991,300.00	Make-whole call +10 bps	8177
CCCSIG CORP APPLE IN	037833CS7	5/11/2020	1.80%	530,000.00	521,127.80	529,459.40	Make-whole call +10 bps	6911
CCCSIG CORP WALT DIS	25468PDU7	6/5/2020	1.80%	850,000.00	833,926.50	849,014.00	Make-whole call +6 bps	6911
CCCSIG CORP AMERI HO	02665WBT7	7/20/2020	1.95%	505,000.00	494,900.00	504,489.95	Make-whole call +10 bps	6911
CCCSIG CORP CATERPIL	14913Q2A6	9/4/2020	1.85%	635,000.00	619,601.25	634,466.60	Make-whole call +10 bps	6911
CCCSIG CORP VISA INC	92826CAB8	12/14/2020	2.20%	210,000.00	206,367.00	212,310.00	Make-whole call +10 bps	6911
CCCCD CORP GOLDMAN S	38141GWS5	12/27/2020	2.60%	225,000.00	221,388.75	227,045.25	Make-whole call +20 bps	7903
CCCSIG ABS CITIBANK	17305EGA7	1/19/2021	1.74%	195,000.00	194,976.50	194,976.50	5% cleanup call	6911
CCCSIG CORP BB&T MTN	05531FAZ6	2/1/2021	2.15%	215,000.00	209,844.30	214,901.10	Call on and anytime after 1/1/2021	6911
CCCCD CORP BB T MTN	05531FAZ6	2/1/2021	2.15%	110,000.00	107,362.20	109,864.70	Call on and anytime after 1/1/2021	7903
CCCSIG CORP UNITED P	911312BP0	4/1/2021	2.05%	475,000.00	462,540.75	474,249.50	Make-whole call +10 bps	6911
CCCCD CORP BANK OF N	06406FAA1	4/15/2021	2.50%	125,000.00	122,735.00	126,846.25	Call on and anytime after 3/15/21	7903
CCCSIG CORP PEPICO	713448DX3	4/15/2021	2.00%	375,000.00	364,987.50	374,925.00	Make-whole call +10 bps	6911
CCCCD CORP PEPICO I	713448DX3	4/15/2021	2.00%	70,000.00	68,131.00	69,986.00	Make-whole call +10 bps	7903
CCCSIG ABS CARMAX 20	14314RAH5	4/15/2021	1.80%	187,680.54	187,666.76	187,666.77	10% collateral call	6911
CCCCD CORP BANK OF A	06051GFW4	4/19/2021	2.63%	110,000.00	108,234.50	110,823.90	Make-whole call +25 bps	7903
CORP MICROSOFT CORP	594918BP8	8/8/2021	1.55%	8,549,000.00	8,205,586.67	8,389,048.21	Make-whole call +10 bps	8177
CCCSIG CORP BOFA CAL	06051GGS2	10/1/2021	2.33%	545,000.00	533,200.75	545,000.00	Make-whole call +15 bps	6911
CCCSIG ABS JOHN DEER	47788BAD6	10/15/2021	1.82%	225,000.00	224,983.53	224,983.53	10% collateral call	6911
CCCSIG ABS NAROT 201	65478GAD2	10/15/2021	1.75%	500,000.00	499,972.05	499,972.05	5% collateral call	6911
CCCCD CORP CITIGRP I	172967LC3	12/8/2021	2.90%	250,000.00	244,815.00	254,137.50	Make-whole call +20 bps	7903
CCCSIG ABS TAOT 2017	89238KAD4	1/18/2022	1.93%	225,000.00	224,979.26	224,979.26	5% collateral call	6911
GOV FHLMC NOTES	3134GBW81	11/22/2022	2.35%	10,000,000.00	9,649,200.00	10,000,000.00	Quarterly; First 2/22/18; Last 11/22/20	8177
CCCSIG ABS CCCIT 201	17305EGK5	1/20/2023	2.49%	350,000.00	349,951.56	349,951.56	5% cleanup call	6911
CCCCD ABS ALLYA 2018	02007MAE0	6/15/2022	2.35%	110,000.00	109,987.28	109,987.28	10% collateral call	7903
CCCSIG ABS ALLYA 201	02007MAE0	6/15/2022	2.35%	265,000.00	264,969.37	264,969.37	10% collateral call	6911

**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
STRUCTURED SECURITIES
September 30, 2018**

Exhibit VI

<u>Description</u>	<u>CUSIP</u>	<u>Maturity Date</u>	<u>Coupon Rate</u>	<u>Par (\$)</u>	<u>Market (\$)</u>	<u>Cost (\$)</u>	<u>Provisions</u>	<u>Fund #</u>
CORP MICROSOFT CORP	594918AV6	12/6/2018	1.63%	6,406,000.00	6,398,376.86	6,368,460.84	Make-whole call +7 bps	8177
CCCCD ABS TAOT 2018	89238BAD4	5/16/2022	2.35%	100,000.00	99,998.85	99,998.85	5% collateral call	8177
CORP JOHNSON & JOHNS	478160CH5	11/10/2020	1.95%	16,850,000.00	16,509,461.50	16,695,991.00	Make-whole call +7.5bps	8177
CCCSIG BANK OF NY ME	06406HDD8	8/17/2020	2.60%	500,000.00	496,055.00	497,545.00	Callable on and anytime after 7/17/20	6911
CCCSIG JDOT 2018 COR	47788CAC6	4/18/2022	2.66%	190,000.00	189,986.34	189,986.34	10% collateral call	6911
CCCCD CORP CICSO SYS	17275RBD3	2/28/2021	2.20%	130,000.00	127,292.10	127,758.80	Make-whole call +15bps	7903
CCCSIG CORP UNILEVER	904764AZ0	3/22/2021	2.75%	650,000.00	643,734.00	646,678.50	Make-whole call +10bps	6911
CCCCD ABS ALLYA 2018	02007JAC1	1/17/2023	3.00%	110,000.00	109,992.48	109,992.48	10% collateral call	7903
CCCSIG CORP AMERICAN	025816BU2	5/17/2021	3.38%	785,000.00	785,463.15	784,866.55	Callable on and anytime after 4/17/21	6911
CORP APPLE INC	037833BS8	2/23/2021	2.25%	20,000,000.00	19,643,600.00	19,679,400.00	Make-whole call +15 bps	8801
CCCSIG CORP BBT CORP	05531FBD4	9/3/2021	3.20%	150,000.00	149,112.00	149,821.50	Callable on and anytime after 8/3/21	6911
CCCCD MBS FHMS K721	3137BM6P6	8/25/2022	3.09%	100,000.00	100,851.56	100,851.56	1% cleanup call	6911
CCCSIG ABS FORDO 201	34528FAD0	11/15/2022	3.03%	225,000.00	224,963.62	224,963.62	10% collateral call	6911
CCCSIG CORP GENERAL	369550BA5	5/11/2020	2.88%	460,000.00	458,886.80	458,371.60	Make-whole call +10 bps	6911
CCCSIG CORP HERSHEY	427866AY4	5/15/2020	2.90%	350,000.00	349,524.00	349,769.00	Make-whole call +10 bps	6911
CCCCD CORP HOME DEPO	437076AZ5	4/1/2023	2.70%	100,000.00	97,677.00	98,130.00	Make-whole call +15 bps	7903
CCCSIG ABS HART 2018	44891KAD7	7/15/2022	2.79%	130,000.00	129,980.42	129,980.42	5% collateral call	6911
MICROSOFT CORP	594918BA1	2/12/2022	2.38%	10,000,000.00	9,763,600.00	9,748,700.00	Make-whole call +10 bps	8177
MICROSOFT CORP	594918BG8	11/3/2020	2.00%	8,000,000.00	7,858,400.00	7,865,520.00	Make-whole call +7.5 bps	8177
CORP WALMART INC	931142DY6	10/9/2019	1.75%	15,000,000.00	14,864,700.00	14,888,574.17	Make-whole call +5 bps	8177
CORP WALMART INC	931142DY6	10/9/2019	1.75%	5,000,000.00	4,954,900.00	4,963,932.22	Make-whole call +5 bps	8177
CCCSIG CORP WALMART	931142EJ8	6/23/2021	3.13%	595,000.00	596,195.95	594,970.25	Make-whole call +10 bps	6911
CCCSIG ABS CARMX 201	14313FAD1	6/15/2023	3.13%	200,000.00	199,972.74	199,972.74	10% collateral call	6911
CCCSIG ABS MBART 201	58772RAD6	1/17/2023	3.03%	410,000.00	409,984.26	409,984.26	5% collateral call	6911
CCCCD ABS NAROT 201	65479GAD1	3/15/2023	3.06%	65,000.00	64,997.89	64,997.89	5% collateral call	7903
CCCCD ABS MBART 2018	58772RAD6	1/17/2023	3.03%	70,000.00	69,997.31	69,997.31	5% collateral call	7903
CORP JOHNSON AND JOH	478160CD4	3/3/2022	2.25%	10,284,000.00	10,040,783.40	10,083,719.10	Make-whole call +7.5 bps	8177
CCCSIG CORP CATERPIL	14913Q2N8	9/7/2021	3.15%	100,000.00	99,882.00	99,923.00	Make-whole call +10 bps	6911
CCCSIG CORP UNILEVER	904764BF3	3/7/2022	3.00%	100,000.00	99,014.00	99,516.00	Make-whole call +10 bps	6911
CCCSIG CORP PFIZER I	717081EM1	9/15/2021	3.00%	250,000.00	249,945.00	249,662.50	Make-whole call +5 bps	6911
CORP JOHNSON AND JOH	478160CD4	3/3/2022	2.25%	10,000,000.00	9,763,500.00	9,799,000.00	Make-whole call +7.5 bps	8177
CCCSIG CORP 3M COMPA	88579YBA8	9/14/2021	3.00%	185,000.00	184,685.50	184,620.75	Make-whole call +5 bps	6911
CORP APPLE INC	037833BS8	2/23/2021	2.25%	10,000,000.00	9,821,800.00	9,847,195.00	Make-whole call +15 bps	8177
CCCSIG ABS FORDL 201	34531LAD2	12/15/2021	3.19%	240,000.00	239,979.72	239,979.72	5% deal call	6911
				193,112,617.88	193,112,617.88	193,112,617.88		

Note: The list includes the securities in the PFM portfolio.

Funds:

6911 - Contra Costa County School Insurance Group managed by PFM

7903, 7943, 7944 - Contra Costa Community College District managed by PFM

8177 - County Pool managed by the Treasurer's Office

**CONTRA COSTA COUNTY
WELLS CAP MANAGEMENT
STRUCTURED SECURITIES
September 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>COST</u> (\$)	<u>PROVISIONS</u>
AMERICAN EXPRESS CREDIT CORP	0258M0DZ9	11/5/2018	700,000.00	705,185.72	699,944.00	Callable on and anytime after 10/5/18
AMXCA 171 A	02587AAJ3	2/18/2020	500,000.00	493,497.19	492,539.06	5% collateral call
BANK OF NEW YORK MELLON CORP	06406HCU1	5/15/2019	250,000.00	251,417.78	250,047.50	Callable on and anytime after 4/15/19
BANK OF NEW YORK MELLON CORP	06406HCP2	1/15/2019	600,000.00	601,950.20	599,046.00	Callable on and anytime after 12/15/18
BERKSHIRE HATHAWAY INC	084670BL1	8/14/2019	700,000.00	698,347.07	696,311.00	Make-whole call +10bps
BLACKROCK INC	09247XAE1	12/10/2019	700,000.00	728,402.27	722,435.00	Make-whole call +25bps
BMWLT 171 A2	055657AB6	7/22/2019	34,892.31	34,874.30	34,888.66	5% clean up call
BMWLT 171 A3	055657AC4	5/20/2020	400,000.00	398,651.56	397,531.25	5% deal call
BMWLT 172 A2A	05584PAB3	2/20/2020	242,684.05	241,948.14	242,662.84	5% deal call
BRANCH BANKING AND TRUST CO	07330NAL9	5/10/2019	450,000.00	449,442.08	445,333.50	Callable on and anytime after 4/10/19
CATERPILLAR FINANCIAL SERVICES CORP	14912L6R7	5/18/2019	700,000.00	697,768.05	690,984.00	Make-whole call +10bps
CCCIT 14A6 A6	17305EFS9	7/15/2019	400,000.00	399,850.04	397,562.50	5% collateral call
CCCIT 16A1 A1	17305EFW0	11/19/2019	450,000.00	447,142.17	443,056.64	5% collateral call
CHAIT 124 A	161571FK5	8/15/2019	475,000.00	470,448.32	468,283.20	10% collateral call
CHAIT 162 A	161571HC1	6/17/2019	300,000.00	297,320.04	296,671.88	10% clean up call
CITIBANK NA	17325FAB4	3/20/2019	750,000.00	751,533.84	750,000.00	Float quarterly: LIBOR +34bps
COMET 161 A	14041NFC0	4/15/2019	600,000.00	601,941.06	603,398.44	Float monthly: LIBOR +45bps; 5% clean up call
COMET 163 A	14041NFE6	6/17/2019	250,000.00	247,745.11	246,474.61	5% clean up call
EXXON MOBIL CORP	30231GAD4	3/15/2019	475,000.00	473,749.54	472,962.25	Make-whole call +5bps
FEDERAL FARM CREDIT BANKS FUNDING CORP	3133EFC70	2/22/2019	750,000.00	747,742.00	746,857.50	Callable on and anytime after 2/22/17
FEDERAL HOME LOAN BANKS	3130ACLX0	10/30/2019	500,000.00	497,341.49	494,187.00	One time call on 10/30/18
FEDERAL HOME LOAN MORTGAGE CORP	3134G92B2	1/30/2019	500,000.00	498,511.86	494,966.50	Callable on and anytime after 7/30/18
FEDERAL HOME LOAN MORTGAGE CORP	3134G92B2	1/30/2019	500,000.00	498,511.86	494,966.50	Callable on and anytime after 7/30/18
FEDERAL HOME LOAN MORTGAGE CORP	3134G9Q75	7/26/2019	500,000.00	495,850.97	493,250.00	Quarterly; First 10/26/16, Last 4/26/19
FITAT 151 A3	31680GAD8	3/16/2020	111,276.11	111,182.66	111,163.09	10% collateral call
GENERAL DYNAMICS CORP	369550BA5	5/11/2020	250,000.00	252,191.14	249,620.00	Make-whole call +10bps
HAROT 163 A3	438124AC3	5/18/2020	194,407.10	193,340.88	193,176.87	10% collateral call
JDOT 2018 A2	47788CAB8	10/15/2020	160,000.00	159,920.17	159,993.01	10% collateral call
JPMORGAN CHASE & CO	46625HQU7	3/22/2019	700,000.00	697,762.45	699,958.00	Callable on and anytime after 2/22/19
MASTERCARD INC	57636QAA2	4/1/2019	500,000.00	503,859.00	497,920.00	Make-whole call +10bps
MBALT 17A A2A	58769DAB6	8/15/2019	84,538.51	84,571.14	84,538.42	5% collateral call
NALT 16B A3	65477XAD6	7/15/2019	143,357.40	143,307.07	143,167.00	10% collateral call
NAROT 17B A3	65478GAD2	10/15/2021	450,000.00	443,786.26	442,212.89	5% collateral call
NATIONAL RURAL UTILITIES COOP FINANCE CORP	637432MX0	2/1/2019	450,000.00	451,024.35	448,204.50	Make-whole call +10bps
PNC BANK NA	69353RCH9	1/28/2019	750,000.00	752,057.25	750,345.00	Callable on and anytime after 12/29/18
SAN FRANCISCO CALIF BAY AREA RAPID TRAN DIST SALES	797669XS2	7/1/2019	750,000.00	750,440.63	750,000.00	Make-whole call +5bps
SAN FRANCISCO CALIF CITY & CNTY ARPTS COMM INTL A	79766DKL2	5/1/2019	750,000.00	751,230.63	750,000.00	Make-whole call
TAOT 16C A3	89237WAD9	8/17/2020	230,173.53	228,750.98	229,202.48	5% collateral call
US BANK NA	90331HNK5	1/17/2020	700,000.00	703,400.21	700,000.00	Float quarterly: LIBOR +12.5bps
USAOT 171 A2	90290AAB3	2/18/2020	87,287.58	87,209.08	87,285.95	10% collateral call
			<u>18,038,616.59</u>	<u>18,043,206.51</u>	<u>17,971,147.05</u>	

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
September 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
ALLYA 2018-3 A2	02007JAB3	5/17/2021	4,900,000.00	4,898,064.99	10% collateral call
AXP 0 05/17/21	025816BV0	5/17/2021	1,660,000.00	1,669,078.91	Float quarterly: LIBOR +52.5 bps
AMXCA 2014-1 A	02582JGN4	12/15/2021	5,395,000.00	5,405,461.44	Float monthly: LIBOR +37 bps; 5% clean up call
AXP 0 05/03/19	0258M0EJ4	5/3/2019	4,000,000.00	4,005,402.08	Float quarterly: LIBOR +33 bps; Call on and after 4/3/19
HNDA 0 09/09/21	02665WBJ9	9/9/2021	6,500,000.00	6,557,663.45	Float quarterly: LIBOR +61 bps
HNDA 0 07/20/20	02665WBS9	7/20/2020	6,000,000.00	6,014,372.94	Float quarterly: LIBOR +27 bps
AMCAR 2017-3 A2A	03065HAB4	12/18/2020	2,353,360.35	2,345,375.87	10% collateral call
AMCAR 2016-4 A3	03065TAD4	7/8/2021	9,791,714.82	9,742,568.24	10% collateral call
AMCAR 2018-1 A2A	03066HAB3	7/19/2021	6,970,000.00	6,962,702.41	10% collateral call
BBT 0 01/15/20	05531FAT0	1/15/2020	2,459,000.00	2,475,296.83	Float quarterly: LIBOR +71.5 bps; Call on and after 12/15/19
BMWLT 2017-1 A2	055657AB6	7/22/2019	972,623.07	971,633.62	5% clean up call
BNP FLOAT 12/28/18	05582W2Q6	12/28/2018	14,000,000.00	14,007,039.20	Float quarterly: LIBOR +25 bps
BAC 0 07/21/21	06051GGN3	7/21/2021	12,500,000.00	12,571,018.50	Float quarterly: LIBOR +66 bps; Call on 7/21/20 only
BMO 0 04/13/21	06367T4X5	4/13/2021	10,000,000.00	10,040,000.00	Float quarterly: LIBOR +46 bps
BMO 0 06/15/20	06367TYM6	6/15/2020	4,000,000.00	4,016,120.00	Float quarterly: LIBOR +44 bps
BNS 0 04/20/21	064159LH7	4/20/2021	7,000,000.00	7,022,259.02	Float quarterly: LIBOR +44 bps
BACR 0 01/11/21	06739FJK8	1/11/2021	5,000,000.00	5,005,250.20	Float quarterly: LIBOR +46 bps; call on and after 12/11/20
BACR 0 08/07/20	06744CFV8	8/7/2020	5,000,000.00	5,029,999.05	Float quarterly: LIBOR +65 bps
BACR 0 08/07/19	06744CFY2	8/7/2019	4,304,000.00	4,313,838.64	Float quarterly: LIBOR +55bps
BBT 0 05/01/19	07330NAM7	5/1/2019	8,000,000.00	8,017,700.72	Float quarterly: LIBOR +53 bps; Call on and after 4/10/19
BBT 0 01/15/20	07330NAP0	1/15/2020	2,000,000.00	2,007,334.78	Float quarterly: LIBOR +45 bps
CHAPMAN UNIVERSITY	130179KN3	4/1/2019	2,000,000.00	1,991,260.00	Make-whole call +25bps
CALIFORNIA ST	13063A7G3	10/1/2019	2,900,000.00	2,995,497.00	Make-whole call +45 bps
CARMX 2017-4 A2A	14314RAH5	4/15/2021	5,125,122.22	5,102,065.83	10% collateral call
CARMX 2018-2 A2	14314XAB5	8/16/2021	6,250,000.00	6,243,477.50	10% collateral call
CAT 0 09/07/21	14913Q2P3	9/7/2021	2,225,000.00	2,226,900.15	Float quarterly: LIBOR +28 bps
CHAIT 2016-A2	161571HC1	6/15/2021	3,141,000.00	3,111,028.26	10% collateral call
CHAIT 2017-A1 A	161571HJ6	1/18/2022	6,000,000.00	6,017,880.60	Float monthly: LIBOR +30 bps; 10% clean up call
CHAIT 2018-A1 A1	161571HN7	4/17/2023	8,230,000.00	8,241,547.51	10% collateral call
C 0 12/07/18	172967KF7	12/7/2018	3,000,000.00	3,004,091.43	Float quarterly: LIBOR +86 bps
C 0 06/07/19	172967KT7	6/7/2019	2,000,000.00	2,010,672.96	Float quarterly: LIBOR +93 bps
CCCIT 2017-A3 A3	17305EGB5	4/7/2022	5,875,000.00	5,782,164.43	5% collateral call
CCCIT 2018-A1 A1	17305EGK5	1/20/2023	5,400,000.00	5,325,359.58	5% clean up call
C 0 10/20/20	17325FAK4	10/20/2020	9,500,000.00	9,508,208.00	Float quarterly: LIBOR +30bps
C 0 02/12/21	17325FAM0	2/12/2021	7,000,000.00	7,002,223.76	Float quarterly: LIBOR +35 bps; call on and after 1/12/21
CBAAU FLOAT 03/18/19	20271ENG0	3/18/2019	8,500,000.00	8,507,284.50	Float quarterly: LIBOR +20 bps
RABOBK FLOAT 04/05/19	21684B5J9	4/5/2019	8,000,000.00	8,005,635.36	Float quarterly: LIBOR +20 bps
RABOBK 0 04/26/21	21688AAP7	4/26/2021	6,000,000.00	6,012,612.00	Float quarterly: LIBOR +43 bps
CS FLOAT 02/01/19	22549LLF0	2/1/2019	12,000,000.00	11,992,200.00	Float monthly: LIBOR +35 bsp
DE 0 01/08/21	24422ETY5	1/8/2021	1,355,000.00	1,354,223.64	Float quarterly: LIBOR +16 bps
DE 0 01/07/20	24422EUF4	1/7/2020	10,000,000.00	10,012,120.90	Float quarterly: LIBOR +18 bps
DCENT 2014-A4 A4	254683BK0	12/15/2021	6,815,000.00	6,784,166.90	5% collateral call
DRIVE 2018-4 A2A	26209BAB5	10/15/2020	7,550,000.00	7,551,146.85	10% collateral call
DD 0 05/01/20	263534CM9	5/1/2020	5,800,000.00	5,834,893.96	Float quarterly: LIBOR +53 bps
ENERGY N W WA ELEC REVENUE	29270CYM1	7/1/2019	7,510,000.00	7,478,608.20	Make-whole call +20 bps

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
September 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
FORDO 2018-A A2A	34528FAB4	2/15/2021	8,010,000.00	8,005,797.15	10% collateral call
GD 2 7/8 05/11/20	369550BA5	5/11/2020	10,385,000.00	10,359,911.71	Make-whole call +10 bps
GD 0 05/11/21	369550BF4	5/11/2021	2,750,000.00	2,768,452.50	Float quarterly: LIBOR +38 bps
GILD 2.55 09/01/20	375558BB8	9/1/2020	20,000,000.00	19,798,963.60	Make-whole call +15 bps
GS 0 04/25/19	38141GVV3	4/25/2019	11,293,000.00	11,350,561.10	Float quarterly: LIBOR +104 bps
HAWAII ST TXBL - SER FU	419792WZ5	1/1/2019	1,200,000.00	1,198,836.00	Make-whole call +10 bps
HAROT 2016-3 A4	438124AD1	11/18/2022	5,105,000.00	5,022,457.26	10% collateral call
HAROT 2017-3 A3	43814PAC4	9/20/2021	1,875,000.00	1,848,262.13	10% collateral call
HAROT 2018-2 A2	43814UAF6	12/18/2020	9,865,000.00	9,857,487.80	10% collateral call
HART 2015-A A4	44890WAD2	7/15/2020	965,323.88	964,375.74	5% collateral call
IBM 0 01/20/21	44932HAE3	1/20/2021	3,000,000.00	3,014,430.00	Float quarterly: LIBOR +26 bps
IBRD FLOAT 08/21/20	459058GK3	8/21/2020	11,000,000.00	11,001,980.00	Float daily: SOFR +22 bps
IFC 0 01/09/19	45950VHC3	1/9/2019	10,000,000.00	10,001,336.00	Float quarterly: LIBOR +6 bps
JPM 1.85 03/22/19	46625HQU7	3/22/2019	3,000,000.00	2,989,022.82	Callable on and anytime after 2/22/19
JPM 0 03/22/19	46625HQV5	3/22/2019	5,000,000.00	5,013,557.90	Float quarterly: LIBOR +84 bps
JPM 0 03/09/21	46647PAC0	3/9/2021	5,000,000.00	5,013,658.40	Float quarterly: LIBOR +55 bps
JPM 0 06/18/22	46647PAT3	6/18/2022	2,290,000.00	2,294,742.34	Float quarterly: LIBOR +61 bps
JDOT 2017-A A2	47787XAB3	10/15/2019	889,103.05	888,473.92	10% collateral call
JOHN DEERE OWNER TRUST	47788BAB0	4/15/2020	2,508,830.93	2,502,262.31	10% collateral call
JPM 0 02/13/20	48125LRM6	2/13/2020	11,275,000.00	11,281,096.51	Float quarterly: LIBOR +25 bps; call on 2/13/19 and 1/13/20
MTB 2 1/4 07/25/19	55279HAG5	7/25/2019	550,000.00	547,541.34	Call on and anytime after 6/25/19
MBART 2015-1 A3	58772PAD0	12/16/2019	903,784.85	902,913.15	5% collateral call
MUFG 0 07/26/21	606822AX2	7/26/2021	3,000,000.00	3,012,861.90	Float quarterly: LIBOR +65 bps
MS 0 02/01/19	61746BDY9	2/1/2019	3,500,000.00	3,514,993.97	Float quarterly: LIBOR +137.5 bps
MS 0 02/14/20	61746BEH5	2/14/2020	20,000,000.00	20,047,185.80	Float quarterly: LIBOR +80 bps
MS 0 01/27/20	61747YDX0	1/27/2020	5,095,000.00	5,156,292.85	Float quarterly: LIBOR +114 bps
NEW YORK CITY NY TRANSIT	64971Q7C1	11/1/2018	1,875,000.00	1,874,231.25	Make-whole call +25 bps
NMOTR 2017-A A	65474VAM3	4/15/2021	4,370,000.00	4,373,798.84	Float monthly: LIBOR +31 bps; 10% clean up call
NMOTR 2017-B A	65474VAN1	4/18/2022	10,260,000.00	10,299,591.29	Float monthly: LIBOR +43 bps; 10% clean up call
NMOTR 2017-C A	65474VAP6	10/17/2022	9,210,000.00	9,225,604.50	Float monthly: LIBOR +32 bps; 10% clean up call
NALT 2016-B A3	65477XAD6	7/15/2019	1,075,180.47	1,074,086.26	10% collateral call
NAROT 2018-A A2A	65478DAB3	12/15/2020	6,602,350.97	6,589,413.00	5% collateral call
NAROT 2016-B A3	65478VAD9	1/15/2021	2,729,834.54	2,708,509.89	5% collateral call
NDASS FLOAT 04/05/19	65590AUR5	4/5/2019	8,000,000.00	8,007,248.16	Float quarterly: LIBOR +20 bps
ORCL 5 07/08/19	68389XAG0	7/8/2019	3,000,000.00	3,051,865.20	Make-whole call +25 bps
OREGON ST DEPT OF TRANSPR	68607DPF6	11/15/2018	2,410,000.00	2,408,337.10	Make-whole call +15bps
PNC 2.2 01/28/19	69353RCH9	1/28/2019	1,755,000.00	1,753,056.58	Callable on and anytime after 12/29/18
PNC 0 05/19/20	69353RFD5	5/19/2020	2,025,000.00	2,031,383.00	Float quarterly: LIBOR +36 bps
PNC 0 01/22/21	69353RFK9	1/22/2021	5,280,000.00	5,280,446.37	Float quarterly: LIBOR +25 bps
PCAR 0 05/10/21	69371RP34	5/10/2021	4,135,000.00	4,142,444.32	Float quarterly: LIBOR +26 bps
PORT AUTH OF NEW YORK & N	73358WT53	9/15/2019	5,000,000.00	4,972,950.00	Make-whole call +10 bps
PORT OF SEATTLE WA REVENUE*	735389MT2	5/1/2036	6,000,000.00	6,154,320.00	Make-whole call +30 bps; Call on and anytime after 5/1/19

**CONTRA COSTA COUNTY
CALTRUST SHORT TERM FUND
STRUCTURED SECURITIES
September 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
RY FLOAT 11/06/18	78009N2S4	11/6/2018	12,000,000.00	12,003,408.00	Float monthly: LIBOR +25bps
RY FLOAT 12/06/18	78009N4N3	12/6/2018	13,000,000.00	13,005,707.00	Float monthly: LIBOR +23bps
RY FLOAT 03/22/19	78012UBX2	3/22/2019	8,000,000.00	8,008,651.52	Float quarterly: LIBOR +28 bps
SANUK 0 11/03/20	80283LAQ6	11/3/2020	8,340,000.00	8,338,999.20	Float quarterly: LIBOR +30bps
SDART 2017-3 A3	80284YAD6	6/15/2021	8,950,000.00	8,922,586.15	10% collateral call
SDART 2018-2 A2A MTGE	80285FAB0	10/15/2020	9,500,000.00	9,495,441.90	10% collateral call
SDART 2018-3 A2A	80285GAB8	3/15/2021	7,970,000.00	7,970,377.78	10% collateral call
SMAT 2016-2US A2A	83191GAB5	8/14/2019	133,308.72	133,050.90	10% collateral call
SUMIBK FLOAT 05/15/19	86563YWP4	5/15/2019	3,000,000.00	3,005,704.47	Float quarterly: LIBOR +46 bps
SUMITR FLOAT 08/16/19	86564FGY3	8/16/2019	7,000,000.00	6,999,959.96	Float quarterly: LIBOR +20 bps
SHBASS 0 09/08/20	86960BAS1	9/8/2020	2,310,000.00	2,314,432.08	Float quarterly: LIBOR +36 bps
TAOT 2017-B A2B	89190BAC2	1/15/2020	780,948.22	780,993.91	5% collateral call
TOYOTA 2.1 01/17/19	89236TBB0	1/17/2019	3,470,000.00	3,467,001.40	Make-whole call +10 bps
TAOT 2016-A A3	89237KAD5	3/16/2020	979,136.90	975,385.14	5% collateral call
TAOT 2017-D A3	89238KAD4	1/18/2022	10,905,000.00	10,720,653.16	5% collateral call
TAOT 2017-A A2A	89238MAB4	9/16/2019	616,843.25	616,434.71	5% collateral call
TAOT 2018-B A2B	89238TAC7	3/15/2021	13,500,000.00	13,501,796.85	5% collateral call
UBS 0 08/14/19	90261XHF2	8/14/2019	15,000,000.00	15,067,442.85	Float quarterly: LIBOR +64 bps
USB 0 01/17/20	90331HNK5	1/17/2020	5,000,000.00	4,998,308.00	Float quarterly: LIBOR +12.5 bps
USB 3.05 07/24/20	90331HNU3	7/24/2020	10,000,000.00	9,988,498.50	Callable on and anytime after 6/24/20
UPS 0 04/01/21	911312BH8	4/1/2021	8,415,000.00	8,423,244.01	Float quarterly: LIBOR +15bps
USB 0 04/25/19	91159HHJ2	4/25/2019	4,000,000.00	4,006,431.00	Float quarterly: LIBOR +40 bps; call on and after 3/25/19
UNH 2.7 07/15/20	91324PCM2	7/15/2020	7,394,000.00	7,347,522.50	Make-whole call +15 bps
UNH 0 10/15/20	91324PDB5	10/15/2020	4,790,000.00	4,790,834.80	Float quarterly: LIBOR +7 bps
WMT 0 06/23/21	931142EH2	6/23/2021	5,330,000.00	5,356,744.77	Float quarterly: LIBOR +23 bps
WFC 0 07/22/20	94974BGN4	7/22/2020	1,150,000.00	1,161,983.00	Float quarterly: LIBOR +88 bps
WFC FLOAT 04/05/19	94989RD70	4/5/2019	8,000,000.00	8,007,246.64	Float quarterly: LIBOR +25 bps
WFC FLOAT 04/23/19	94989RF94	4/23/2019	7,800,000.00	7,804,281.11	Float quarterly: LIBOR +21 bps
			<u>684,503,466.24</u>	<u>684,691,311.48</u>	

Contra Costa County invests approximately \$55.5 million in the CalTRUST Short Term Fund which had assets of \$1.35 billion as of 9/30/18. The above data represents the information at the Short Term Fund level, not at the Contra Costa County account level.

*The underlying security is defeased by US treasuries with a prerefunded maturity date of 5/1/19.

**CONTRA COSTA COUNTY
CALTRUST LIQUIDITY FUND
STRUCTURED SECURITIES
September 30, 2018**

<u>DESCRIPTION</u>	<u>CUSIP</u>	<u>MATURITY DATE</u>	<u>PAR</u> (\$)	<u>MARKET</u> (\$)	<u>PROVISIONS</u>
HNDA 0 06/24/19	02665WCK5	6/24/2019	910,000.00	910,000.00	Float Quarterly: LIBOR +5bps
BANK OF MONTREAL	06370RJA8	3/12/2019	3,000,000.00	3,000,000.00	Float Monthly: LIBOR +15bps
BANK MONTREAL CHC CD FLT	06371EYK7	6/13/2019	300,000.00	299,980.10	Float Monthly: LIBOR +30bps
BNS FLOAT 02/28/19	06417GTS7	2/28/2019	1,150,000.00	1,151,430.18	Float Quarterly: LIBOR +38bps
BANK NOVA SCOTIA	06417GU97	3/12/2019	1,000,000.00	1,000,138.83	Float Quarterly: LIBOR +8bps
CM FLOAT 02/04/19	13606BLU8	2/4/2019	3,300,000.00	3,301,837.67	Float Quarterly: LIBOR +23bps
CM FLOAT 07/16/19	13606BZL3	7/16/2019	800,000.00	800,000.00	Float Monthly: LIBOR +31bps
C 0 11/09/18	17325FAC2	11/9/2018	1,500,000.00	1,500,412.77	Float Quarterly: LIBOR +23bps
CBAAU FLOAT 03/18/19	20271ENG0	3/18/2019	887,000.00	887,567.77	Float Quarterly: LIBOR +20bps
COOPERATIEVE CENTRALERAIF	21684B4T8	2/8/2019	845,000.00	844,958.96	Float Monthly: LIBOR +23bps
CICFP FLOAT 10/26/18	22536URV4	10/26/2018	1,900,000.00	1,900,361.44	Float Monthly: LIBOR +31bps
CPSERA 2.4 12/03/18	22845ADU1	12/3/2018	1,500,000.00	1,500,000.00	Callable on and after 10/29/18
CPSERA 2.4 12/06/18	22845ADV9	12/6/2018	1,200,000.00	1,200,000.00	Callable on and after 11/1/18
ING (US) FUNDING LLC	44988KFR5	3/6/2019	800,000.00	800,000.00	Float Monthly: LIBOR +27bps
ING (US) FUNDING LLC	44988KFW4	4/12/2019	500,000.00	500,000.00	Float Quarterly: LIBOR +10bps
MIZUHO FLOAT 12/03/18	60700AL93	12/3/2018	2,000,000.00	2,000,000.00	Float Monthly: LIBOR +17bps
MIZUHO FLOAT 01/07/19	60700AS62	1/7/2019	1,500,000.00	1,500,000.00	Float Monthly: LIBOR +16bps
RY FLOAT 11/06/18	78009N2S4	11/6/2018	500,000.00	500,025.25	Float Monthly: LIBOR +25bps
RY FLOAT 08/16/19	78012UFB6	8/16/2019	700,000.00	700,000.00	Float Monthly: LIBOR +31bps
SKANDINAVISKA ENSKILDA	83050FS77	5/3/2019	800,000.00	799,969.64	Float Quarterly: LIBOR +8bps
STANLN FLOAT 03/25/19	85325TQ24	3/25/2019	2,000,000.00	2,000,000.00	Float Quarterly: LIBOR +10bps
SUMITR FLOAT 10/18/18	86564FFG3	10/18/2018	1,000,000.00	1,000,000.00	Float Monthly: LIBOR +20bps
SUMITOMO MITSUI TR BK LTD	86564FGR8	2/8/2019	3,000,000.00	3,000,031.09	Float Monthly: LIBOR +18bps
SVENSKA HANDELSBANKEN	86958JF20	5/7/2019	501,000.00	501,049.60	Float Quarterly: LIBOR +10bps
SHBASS FLOAT 03/13/19	86958JZW2	3/13/2019	500,000.00	500,318.81	Float Quarterly: LIBOR +20bps
TOYOTA MOTOR CREDIT CORP	89236TDY8	12/24/2018	1,144,000.00	1,144,581.59	Float Quarterly: LIBOR +15bps
			33,237,000.00	33,242,663.70	

Contra Costa County invests approximately \$55.0 million in the CalTRUST Liquidity Fund which had assets of \$198.9 million as of 9/30/18. The above data represents the information at the Liquidity Fund level, not at the Contra Costa County account level.



Exhibit VII
State of California
Pooled Money Investment Account

Portfolio as of 09-30-18

PAR VALUES MATURING BY DATE AND TYPE

Maturities in Millions of Dollars

ITEM	1 day to 30 days	31 days to 60 days	61 days to 90 days	91 days to 120 days	121 days to 150 days	151 days to 180 days	181 days to 210 days	211 days to 270 days	271 days to 1 year	1 year to 2 years	2 years to 3 years	3 years to 4 years	4 years to 5 year/out
TREASURY	\$ 1,150	\$ 3,050	\$ 5,200	\$ 1,600	\$ 1,750	\$ 8,400	\$ 500	\$ 3,650	\$ 7,000	\$ 10,800	\$ 900		
REPO													
TDs	\$ 1,323	\$ 1,189	\$ 1,195	\$ 791	\$ 285	\$ 241							
AGENCY	\$ 4,305	\$ 1,725	\$ 750	\$ 850	\$ 925	\$ 1,750	\$ 950	\$ 1,050	\$ 985	\$ 1,975	\$ 1,088		
CP	\$ 3,240	\$ 1,400	\$ 1,000	\$ 350	\$ 300	\$ 150							
CDs + BNs	\$ 7,600	\$ 2,550	\$ 1,400	\$ 850	\$ 1,150	\$ 800	\$ 1,100	\$ 775	\$ 400	\$ 200			
CORP BND													
TOTAL													
\$ 88,641	\$ 17,618	\$ 9,914	\$ 9,545	\$ 4,441	\$ 4,410	\$ 11,341	\$ 2,550	\$ 5,475	\$ 8,385	\$ 12,975	\$ 1,988	\$ -	\$ -
PERCENT	19.9%	11.2%	10.8%	5.0%	5.0%	12.8%	2.9%	6.2%	9.5%	14.6%	2.2%	0.0%	0.0%

Notes:

1. SBA Floating Rate Securities are represented at coupon change date.
2. Mortgages are represented at current book value.
3. Figures are rounded to the nearest million.
4. Does not include AB55 and General Fund loans.



State of California Pooled Money Investment Account Market Valuation 9/30/2018

Carrying Cost Plus				
Description	Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
1* United States Treasury:				
Bills	\$ 16,170,833,546.22	\$ 16,296,335,127.01	\$ 16,285,062,500.00	NA
Notes	\$ 27,467,752,638.26	\$ 27,461,025,460.04	\$ 27,325,385,500.00	\$ 89,821,892.00
1* Federal Agency:				
SBA	\$ 780,001,209.85	\$ 780,001,209.85	\$ 771,570,823.84	\$ 1,469,354.69
MBS-REMICs	\$ 27,050,783.12	\$ 27,050,783.12	\$ 27,393,077.56	\$ 126,471.34
Debentures	\$ 2,397,593,922.31	\$ 2,397,424,286.90	\$ 2,382,272,150.00	\$ 7,989,582.70
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 200,000,000.00	\$ 200,000,000.00	\$ 196,871,500.00	\$ -
Discount Notes	\$ 11,141,336,347.31	\$ 11,204,143,319.80	\$ 11,197,252,500.00	NA
1* Supranational Debentures	\$ 489,118,743.08	\$ 489,118,743.08	\$ 486,290,300.00	\$ 1,903,918.00
1* Supranational Debentures FR	\$ 100,344,087.56	\$ 100,344,087.56	\$ 100,706,084.34	\$ 542,330.04
2* CDs and YCDs FR	\$ 525,000,000.00	\$ 525,000,000.00	\$ 525,000,000.00	\$ 2,309,472.31
2* Bank Notes	\$ 1,000,000,000.00	\$ 1,000,000,000.00	\$ 999,336,863.17	\$ 7,979,666.68
2* CDs and YCDs	\$ 15,300,000,000.00	\$ 15,300,000,000.00	\$ 15,293,041,253.62	\$ 87,416,041.66
2* Commercial Paper	\$ 6,396,625,430.50	\$ 6,422,115,291.71	\$ 6,421,592,005.55	NA
1* Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ -	\$ -	\$ -	\$ -
1* Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
1* Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,022,740,000.00	\$ 5,022,740,000.00	\$ 5,022,740,000.00	NA
AB 55 & GF Loans	\$ 790,994,000.00	\$ 790,994,000.00	\$ 790,994,000.00	NA
TOTAL	\$ 87,809,390,708.21	\$ 88,016,292,309.07	\$ 87,825,508,558.08	\$ 199,558,729.42

Fair Value Including Accrued Interest

\$ 88,025,067,287.50

* Governmental Accounting Standards Board (GASB) Statement #72

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.997832404). As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,956,648.08 or \$20,000,000.00 x 0.997832404.

All Investments are in U.S. Dollars according to State of California



DISCLOSURE STATEMENT

Portfolio Holdings: Structured Notes and Asset-Backed Securities

The Treasury Investment Division has received a number of inquiries concerning our various portfolio holdings. Questions involving structured notes, derivative products*, and asset-backed securities are the most notable.

In an effort to clarify the information provided in our monthly statements, we would like to share with you our investment positions in structured notes and asset-backed securities.

Following are the State of California Treasurer's holdings in each category as of September 30, 2018:

*** *The Pooled Money Investment Account Portfolio has not invested in, nor will it invest in, Derivative Products as defined in FASB 133.***

1. Structured Notes

Structured notes are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options. They are issued by corporations and by government-sponsored enterprises such as the Federal National Mortgage Association and the Federal Home Loan Bank System or an international agency such as the World Bank.

Securities Accountability

Structured Notes

a. Callable Agency	\$ 200.000 million
b. LIBOR Agency Floater	\$ 100.000 million
c. 3 month LIBOR Corporate Floater	\$ 0.000 million
d. 3 month LIBOR Bank Floater	\$ 525.000 million
e. 2 year CMT Corporate Floater	\$ 0.000 million
f. 3 month T-Bill Agency Floater	\$ 0.000 million
g. 3 month T-Bill Corporate Floater	\$ 0.000 million

U.S. \$825.000 million As of: 09/30/18

2. Asset-Backed Securities

Asset-backed securities entitle the purchaser to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as CMOs), small business loans, or credit card receivables (such as ABCP).

Asset-Backed Securities

a. Small Business Administration Pools	\$ 780.001 million
b. Agency MBS-REMIC'S	<u>\$ 27.051 million</u>
(Medium term sub-total)	\$ 807.052 million
c. Commercial Paper (Short term sub-total)	\$ 595.853 million

U.S. \$1,402.905 million As of: 09/30/18

Total Portfolio As of: 09/30/18

\$88,310,458,732.93

Structured notes and Medium-term Asset-backed securities as a percent of portfolio: 1.85%

Short-term Asset-Backed Commercial Paper (ABCP) as a percent of portfolio: 0.67% *

Total Medium-term and Short-term Structured notes and Asset-backed securities
as a percent of portfolio: 2.52%

**** ABCP purchased by the Pooled Money Investment Account (PMIA) does not include Structured Investment Vehicles (SIVs) nor do any of the approved ABCP programs include SIVs as underlying assets.***

Portfolio Stress Test¹

as of September 30, 2018

Par Value	2,266,295,715.54	Book Price	99.568
Book Value	2,256,515,715.69	Average Days to Maturity	230
Market Value	2,253,110,770.89	Coupon	2.0195%
Market Price	99.418	YTM	2.0983%

Yield Change	Market Value	Market Price	Gain/Loss ²
(bps)	(\$)	(\$)	(bps)
-50	2,260,042,978.16	99.724	30.78
-25	2,256,567,401.54	99.571	15.39
-10	2,254,491,159.49	99.479	6.14
0	2,253,110,770.86	99.418	0.00
10	2,251,733,388.98	99.357	-6.14
25	2,249,672,932.47	99.267	-15.19
50	2,246,253,734.26	99.116	-30.38

Note: Stress Testing is a form of testing that is used to determine the stability of a given system or entity. It reveals how well a portfolio is positioned in the event the forecasts prove true. The stress test conducted on the portfolio managed by the Treasurer's Office identifies the sensitivity of our portfolio to the change in interest rate. The test result shows if the yield were to go down by 50 bps, the market value of the portfolio would increase by 30.78 bps. If the yield were to go up by 50 bps, the market value of the portfolio would decrease by 30.38 bps.

1. The stress test is conducted on the portfolio managed by the Treasurer's Office. Portfolios managed by external investment managers are excluded. All data is provided by FIS.

2. Gain/Loss is calculated based on the market value/price.

**CONTRA COSTA COUNTY
TREASURER'S INVESTMENT PORTFOLIO
MUNICIPAL SECURITIES
September 30, 2018**

<u>Security Description</u>	<u>CUSIP</u>	<u>Coupon Rate</u>	<u>YTM</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Par Value</u>	<u>Market Value¹</u>	<u>Fund³</u>
Wicomico County MD GO Bond	967545R89	3.5000%	1.6386%	6/27/13 ²	12/1/18	390,000.00	427,550.12	5057
Total						<u><u>\$390,000.00</u></u>	<u><u>\$427,550.12</u></u>	

1 Market Value equals Cost less purchase interest

2 Date when the security was transferred from Fund 5055 to Fund 5057 per AUHSD's request

3 Fund #
5057 - Acalanes Union High School District



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: December 18, 2018

Subject: 2018 Annual Report From Pacheco Municipal Advisory Council

RECOMMENDATION(S):

RECEIVE 2018 Annual Report submitted by the Pacheco Municipal Advisory Council

FISCAL IMPACT:

None.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Pacheco Municipal Advisory Council.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Lynn Enea -
608-4200

cc:

ATTACHMENTS

2018 Annual Report

PMAC

PMAC Annual Report

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Vince Robb, Vice Chair
Mike Flanagan, Secretary
Nam Trinh, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
Contact: Lynn Reichard-Enea
651 Pine Street
Martinez, CA 94553
925-335-8200

The Pacheco Municipal Advisory Committee serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

2018 Annual Report to the Board of Supervisors

Submitted by:
Shawn Garcia, Chairperson

Activities and Accomplishments

The primary goals of the MAC in 2018 were to increase community awareness and participation at the monthly MAC meetings and to represent the community's interests, concerns and voice to the Board of Supervisors. We have done a good job providing a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

The MAC board's activities and efforts have resulted in improvements and changes in 2018:

- Received funding from the Supervisor for greater outreach efforts.
- Continual maintenance and upkeep of Pacheco Community Park.
- Continual maintenance and upkeep of median on Pacheco Blvd. and Grayson Creek.
- Held our fourth annual Pacheco Community Park Creek Cleanup and third annual Community Clean Up by providing free e-waste recycling, and dumpsters for residents to drop off trash. We partnered with the Pacheco Town Council who provided snacks, lunch, and drinks to cleanup volunteers.
- Assisted the community in addressing their concerns about failed storm drains
- Assisted the community in addressing their concerns about homelessness
- Continued community participation and MAC attendance as a result of outreach efforts to the community of Pacheco.

The MAC received informative presentations and provided thoughtful feedback on matters that impact Pacheco and look forward to receiving additional updates in 2019:

- WW Funding Allocation and Implementation Plan
- Assessment Fund Update
- Pacheco Area of Benefit
- Homelessness in Pacheco
- CORE Housing and Homeless Services
- Storm Drain Issues
- Pacheco Town Council Scholarship Awards
- Pacheco Beautification Project LL-2 Zone 5 assessment.

The MAC greatly appreciates the support of the Sheriff and CHP in the Pacheco community. The Deputy Sheriff and CHP Officer regularly attend MAC meetings to provide updates on crime

Pacheco Municipal Advisory Council



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Vince Robb, Vice Chair
Mike Flanagan, Secretary
Nam Trinh, Councilmember



Shawn Garcia, Chair

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and incidences in the community, and work to find solutions to concerns raised by the MAC and community members.

Membership

The current MAC board is dedicated and hard working. We feel that we have made some positive changes in our community.

At this time there is one vacancy and one alternate vacancy. Vacancies have been posted, however there have been no applicants.

The Recording Secretary resigned in April 2018; the Supervisor's staff representative has been recording monthly meeting minutes since that time. The position has been posted, however there have been no applicants.

Members

- Shawn Garcia, Chair - elected January 2018
- Vince Robb, Vice Chair - elected January 2018
- Mike Flanagan, Secretary - elected January 2018
- Nam Trinh, Councilmember
- Kaye Perry-Thayer, Councilmember

Attendance in 2017

January	Trinh and Perry-Thayer Absent
February	All Present
March	Trinh and Flanagan Absent
April	Garcia Absent
May	Perry-Thayer Absent
June	Trinh and Perry-Thayer Absent
July	All Present
August	No meeting by design
September	Trinh Absent
October	Trinh Absent
November	TBD
December	No meeting by design

Pacheco Municipal Advisory Council



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Vince Robb, Vice Chair
Mike Flanagan, Secretary
Nam Trinh, Councilmember



Shawn Garcia, Chair

Office of Supervisor Federal Glover
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MAC Work Plan and Objectives for 2019

A priority for the MAC in 2019 will continue to be to increase community awareness of the MAC and increase community involvement. We will continue to provide a forum of communication between the residents of Pacheco and the Supervisor and County offices and Agencies.

We will work with County entities to coordinate the fifth annual creek cleanup event and fourth annual community cleanup. This would include the cost of food; rental and other charges related to the creek cleanup and community cleanup.

We would like to outreach to other MACs and CACs to discuss common interests and ideas, and learn from one another at quarterly joint MAC meetings where the Pacheco MAC would host one of these meetings. That would include the cost of food, rental and other charges related to the outreach.

We will continue our work on:

1. Community involvement
2. Community awareness of events taking place at the Community Center
3. Beautification of the medians along Pacheco Blvd.
4. Continued upkeep and development of the Pacheco Creekside Park
5. Community input on safety projects

Pacheco MAC meetings are held on the 2nd Wednesday of every month at 6:30 p.m. at the Pacheco Community Center, 5800 Pacheco Blvd., Pacheco.

Chair:	Shawn Garcia
Vice Chair:	Vince Robb
Secretary:	Mike Flanagan
Staff District V:	Lynn Reichard-Enea

Pacheco Municipal Advisory Council



Shawn Garcia, Chair
Vince Robb, Vice Chair
Mike Flanagan, Secretary
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Chair:	Shawn Garcia
Vice Chair:	Vince Robb
Secretary:	Mike Flanagan
Staff District V:	Lynn Reichard-Enea



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: December 18, 2018

Subject: APPROVE the Building Improvements, 4191 Appian Way, El Sobrante Project and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the Building Improvements for 4191 Appian Way, El Sobrante Project (Project), El Sobrante area. [County Project No. 115-1901/WH234B, DCD-CP# 18-35] (District I).

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(d) Categorical Exemption, pursuant to Article 19, Section 15301 of the CEQA Guidelines, and

DIRECT the Director of Department of Conservation and Development to file a Notice of Exemption with the County Clerk, and

AUTHORIZE, the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Laura Cremin,
925-313-2015

cc: Ave' Brown

FISCAL IMPACT:

Estimated Project cost: \$500,000; 71% Park Dedication Funds, 29% Transportation for Livable Communities Funds.

BACKGROUND:

The purpose of this Project is to construct improvements to the Friends of the Library building (APN#425-150-048) and parking area at the El Sobrante Library site.

The Project consists of parking area repairs, repairing the existing foundation of the Friends of the Library Building, and Americans with Disabilities Act (ADA) improvements in both the parking area and the building. Parking area repairs include restriping to create ADA parking and an ADA appropriate path of travel. Other ADA modifications, such as a ramp leading into the Friends of the Library Building, may be installed as needed.

District I Supervisor's Office has requested renovation of the Friends of the Library Building to meet current safety standards so that the building can be used by community groups to host events.

On November 13, 2018, the Board of Supervisors awarded a job order contract (JOC) for repair, remodeling, and other repetitive work to be performed pursuant to the Construction Task Catalog to Staples Construction, Aztec Consultants, Mark Scott Construction Inc., each in the amount of \$2,500,000. This project is expected to be performed by one of the three JOC contractors. A task order catalogue has been prepared for the JOC contractor to complete this Project. In the event that the Project is not performed by the JOC contractor, the Public Works Department will return to the Board for approval of plans and specifications and authorization to advertise and solicit bids.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the project may result in a delay of design, construction, and may jeopardize funding.

ATTACHMENTS

CEQA

PUBLIC WORKS DEPARTMENT
INITIAL STUDY OF
ENVIRONMENTAL SIGNIFICANCE

PROJECT NUMBER: 1151901WH234B
CP# 18-35

PROJECT NAME: Building Improvements, 4191 Appian Way El Sobrante

PREPARED BY: Laura Cremin, Environmental Services Division

DATE: October 16, 2018

APPROVED BY: Teena B. Moreno

DATE: 10/30/2018

RECOMMENDATIONS:

☒ Categorical Exemption: 15301[Class 1(d)]

☐ Negative Declaration

☐ Environmental Impact Report Required

☐ Conditional Negative Declaration

The project will not have a significant effect on the environment. The recommendation is based on the following: The project consists of rehabilitation of deteriorated or damaged structures and facilities to meet current standards of public health and safety, pursuant to section 15301(d) of the CEQA guidelines.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: <u>Richmond</u>	Base Map Sheet #: <u>J-6</u>	Parcel #: <u>APN 425-150-048</u>
----------------------------------	------------------------------	----------------------------------

GENERAL CONSIDERATIONS:

1. **Location:** El Sobrante Library, 4191 Appian Way, El Sobrante, California (Figures 1-3).
2. **Project Description:** The purpose of this Project is to construct improvements to the Friends of the Library building (APN#425-150-048) and parking area at the El Sobrante Library site.

The Project consists of parking area repairs, repairing the existing foundation of the Friends of the Library Building, and American with Disabilities Act (ADA) improvements in both the parking area and the building (Figures 4 – 6). The foundation repair will be conducted from the interior of the building, and the previously disturbed soil underneath the foundation will be compacted and re-graded. Parking area repairs include restriping to create ADA parking and an ADA appropriate path of travel. Other ADA modifications, such as a ramp leading into the Friends of the Library Building, may be installed as needed.

District I Supervisor's Office has requested renovation of the Friends of the Library Building to meet current safety standards so that the building can be used by community groups to host events.

No tree or vegetation removal will be necessary. The Project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented for water pollution control.

3. **Does it appear that any feature of the project will generate significant public concern?**

☐ Yes ☒ No ☐ maybe (Nature of concern):

4. **Will the project require approval or permits by other than a County agency?**

☐ Yes ☒ No

5. **Is the project within the Sphere of Influence of any city?** No

CONTRA COSTA CALIFORNIA COUNTY

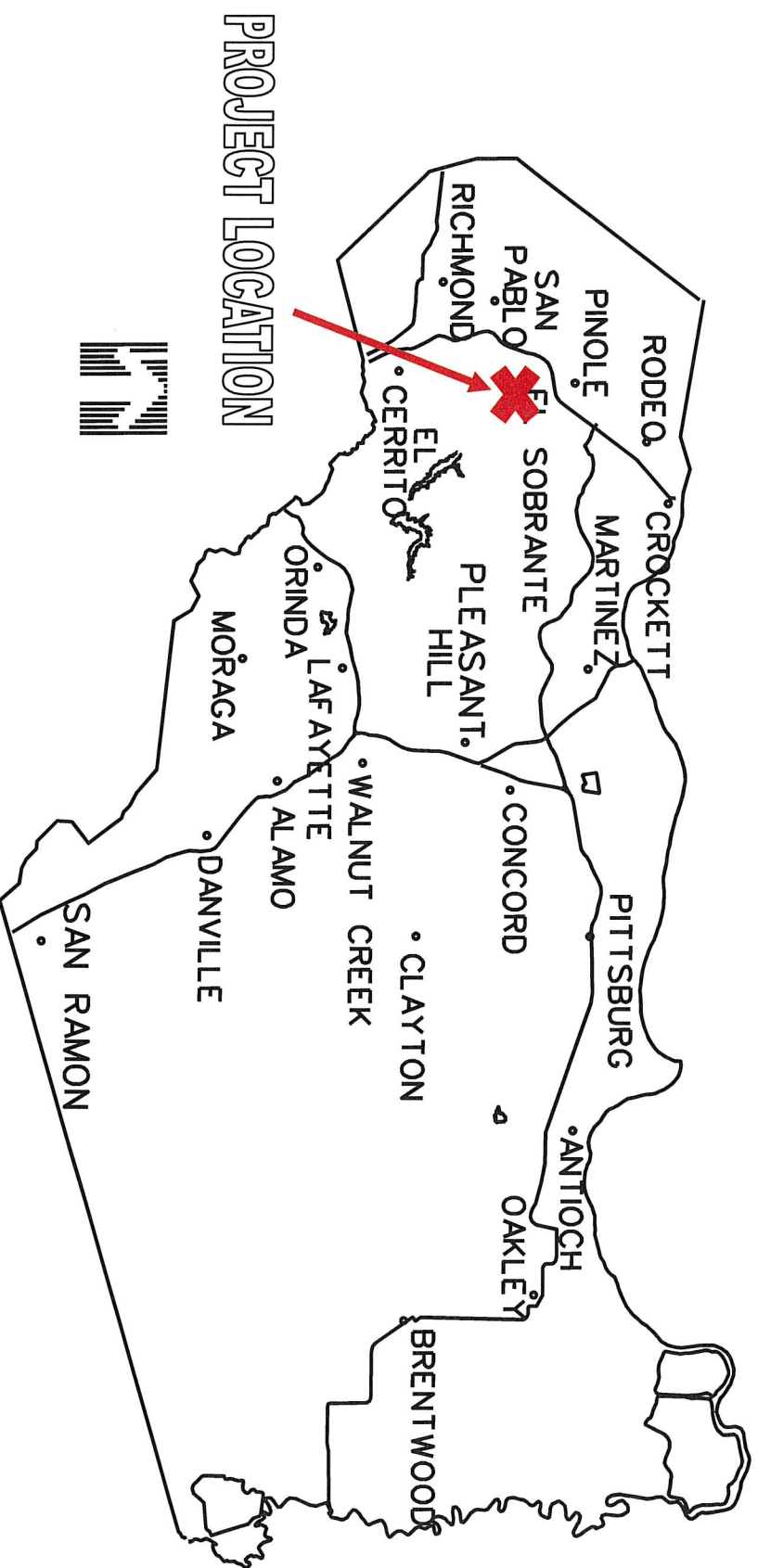


FIGURE 1: Regional Location Map

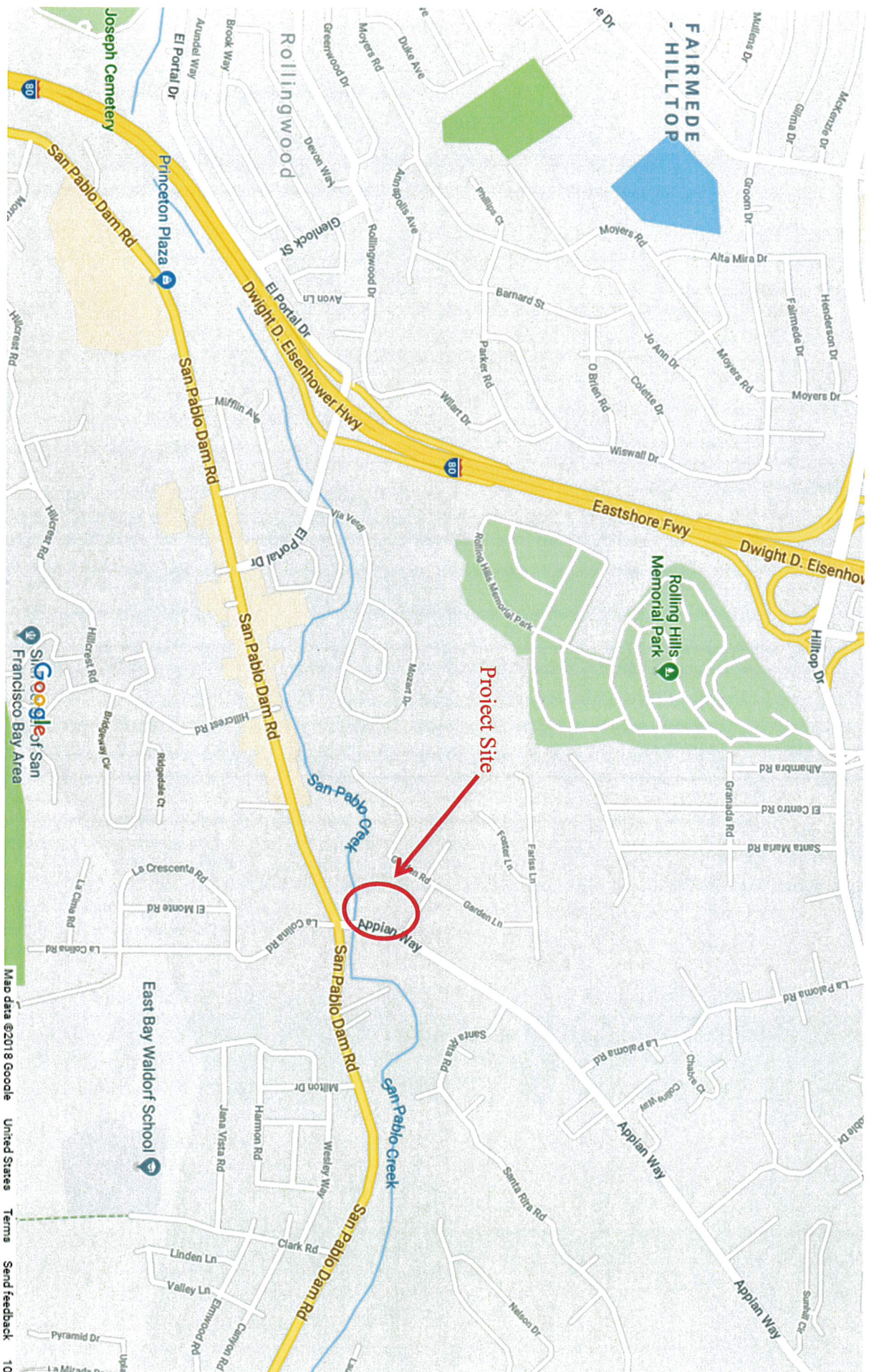


FIGURE 2: Project Vicinity Map

1. RECORD OF SURVEY 43 L.S.M.S 6-9-66
2. 155 P.M. 10 10-21-91

SANTA RITA ACRES-UNIT NO1
SAN PABLO RANCHO
B-959 ROLL TRACT 3757 M.B. 120-28
APN 425-150-048

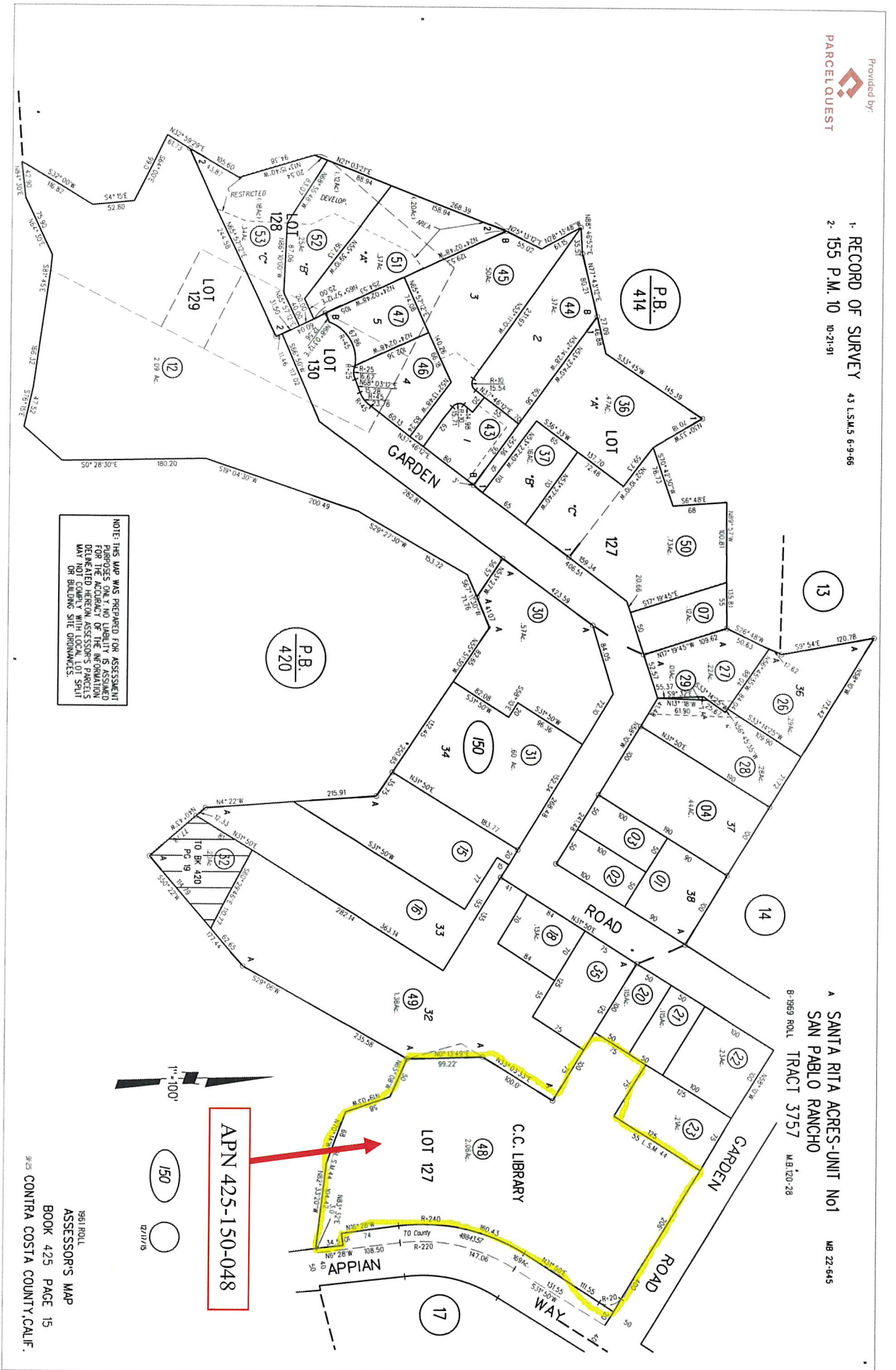
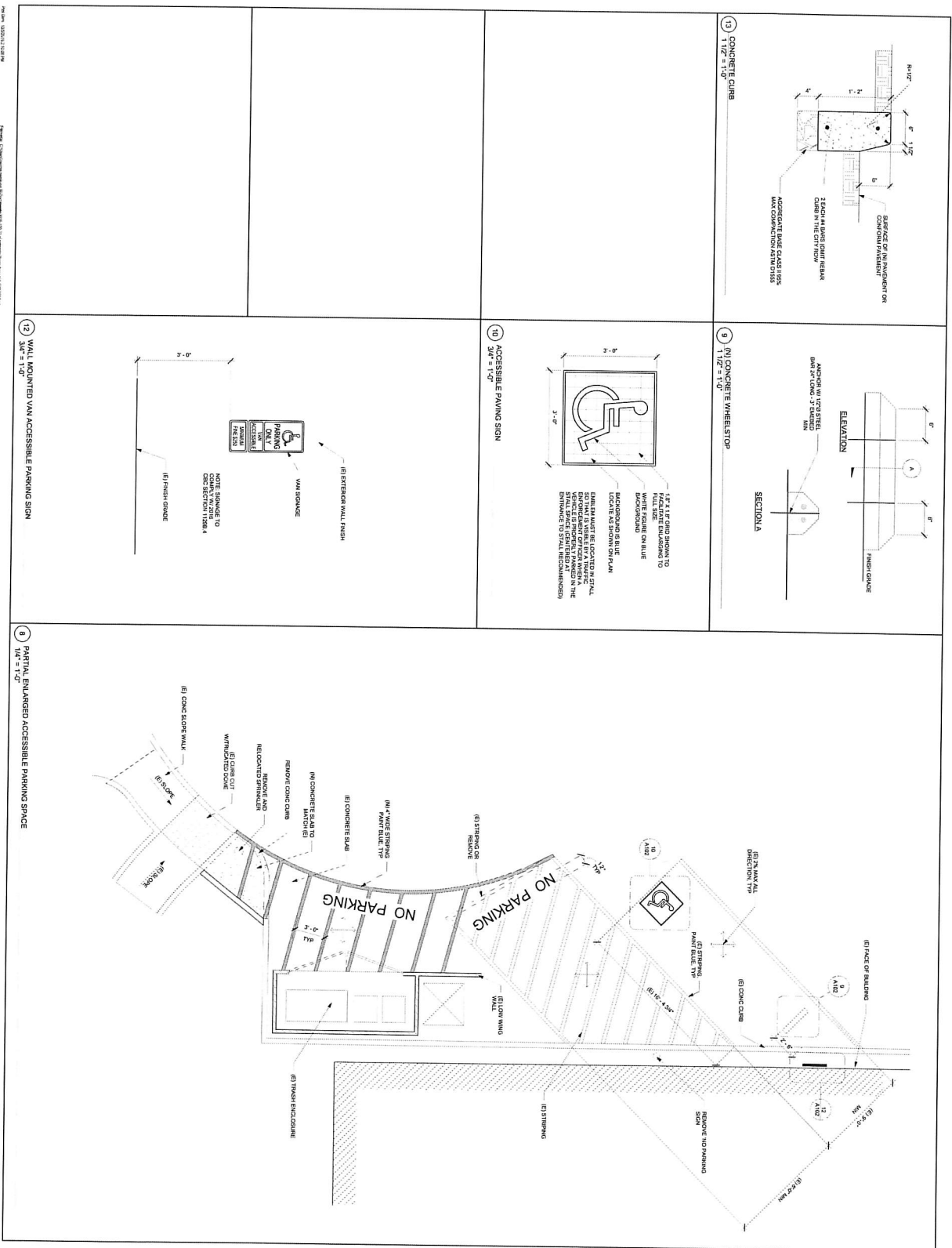


FIGURE 3: Parcel Map



FIGURE 4: Aerial of El Sobrante Library



REV	DESCRIPTION	INIT	DATE
7/24	COMPLETE		10/28/18

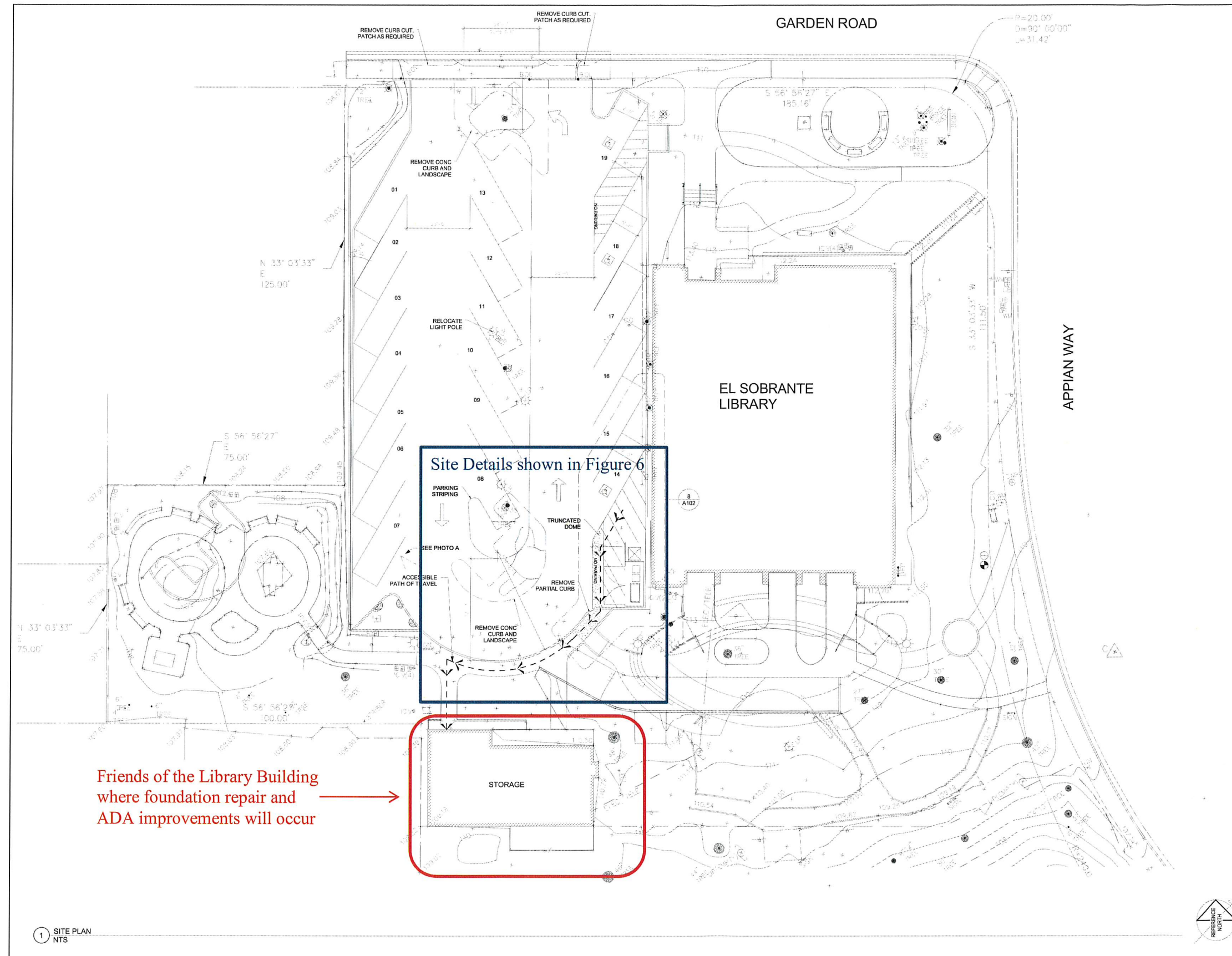
PRELIMINARY DESIGN	3-22-18
75% CONSTRUCTION DOCUMENTS	10-29-18
100% CONSTRUCTION DOCUMENTS	11-15-18
DESIGNED FOR CONSTRUCTION	

PROJECT: EL SOBRANTE LIBRARY'S STORAGE - ADA UPGRADE

4191 APPIANWAY
EL SOBRANTE, CA 94803

PROJECT NO.	20180821
INTERPRETATION	INTERVIEW
DESIGNED BY	Adrian
DRAWN BY	David Smith
CHECKED BY	David Smith
PEER REVIEW	David
SHEET NUMBER	

FIGURE 6: Site Details of El Sobrante Library Exterior ADA Upgrades



1 SITE PLAN
NTS

Plot Date: 10/5/2018 2:10:05 PM

Filename: C:\Users\george.namkung\Documents\2015-100-21 el sobrante library base bid_01\A101\16.rvt

REV	DESCRIPTION	INIT	DATE
	75% COMPLETE		10/08/18
PRELIMINARY DESIGN			3-22-18
75% CONSTRUCTION DOCUMENTS			10-09-18
ISSUED FOR PLAN CHECK			
ISSUED FOR PERMIT			
ISSUED FOR BID			
ISSUED FOR CONSTRUCTION			
SEAL:			
CONSULTANT:			
117 PARK PLACE POINT RICHMOND CALIFORNIA 94801 (510) 236-7435 www.intres.com			
PROJECT:			
EL SOBRANTE LIBRARY'S STORAGE - ADA UPGRADE			
4191 APPIAN WAY EL SOBRANTE, CA. 94803			
SHEET TITLE:			
SITE PLAN			
PROJ. NO. 2015100-21			
PREPARATION AND REVIEW			
DRAWN BY:	Author		
DESIGNER:	Designer		
PROJ MGR:	GYN		
PEER REVIEW:	Checker		
SHEET NUMBER:			
A101			

FIGURE 5: El Sobrante Library Proposed Site Plan

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

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

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

☒ County Clerk
County of: Contra Costa

Project Title: Building Improvements, 4191 Appian Way El Sobrante
Proj. No. 1151901WH234B CP#18-35

Project Applicant: Contra Costa County Public Works Department
Project Location – **Specific:** El Sobrante Library, 4191 Appian Way
Project Location: El Sobrante Project Location – County: West Contra Costa

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this Project is to construct improvements to the Friends of the Library building (APN#425-150-048) and parking area at the El Sobrante Library site.

The Project consists of parking area repairs, repairing the existing foundation of the Friends of the Library Building, and American with Disabilities Act (ADA) improvements in both the parking area and the building. The foundation repair will be conducted from the interior of the building, and the previously disturbed soil underneath the foundation will be compacted and re-graded. Parking area repairs include restriping to create ADA parking and an ADA appropriate path of travel. Other ADA modifications, such as a ramp leading into the Friends of the Library Building, may be installed as needed.

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No tree or vegetation removal will be necessary. The Project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented for water pollution control.

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

Exempt Status:

- ☐ Ministerial Project (Sec. 21080(b) (1); 15268;
☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
☒ Categorical Exemption: Class 15301(d)
☐ Other Statutory Exemption, Code No.: _____
☐ General Rule of Applicability [Article 5, Section 15061 (b)(3)]

Reasons why project is exempt: The project consists of _____, pursuant to Section _____ of the CEQA guidelines.

Lead Agency Contact Person: Laura Cremin - Public Works Dept. Area Code/Telephone/Extension: (925) 313-2015

If filed by applicant:

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

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

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

Signature Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553

Attn: Laura Cremin

Environmental Services Division

Phone: (925) 313-2015

Department of Fish and Game Fees Due

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

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 18, 2018

Subject: Tolling Agreement with Verizon Wireless

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director or designee to execute, on behalf of the County, a tolling agreement with GTE MobileNet of California Limited Partnership (dba Verizon Wireless) to extend the time to act on wireless access permit applications for facilities proposed to be located in the County public right-of-way near 401 Horsetrail Court and 1524 Alamo Way in the Alamo area, and 1955 Meadow Road in the Walnut Creek Area.

FISCAL IMPACT:

The applicant is responsible for all related costs.

BACKGROUND:

GTE MobilNet of California Limited Partnership (dba Verizon Wireless) has filed applications for wireless access permits to construct wireless telecommunication facilities within the County public right-of-way as follows: near 401 Horsetrail Court, in the Alamo area (WA18-0002), near 1955 Meadow Road in the Walnut Creek area (WA18-0003) and near 1524 Alamo Way, in the Alamo area (WA18-0004). All wireless access permit applications were filed on April 17, 2018.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

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ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Telma Moreira (925)
674-7783

cc:

BACKGROUND: (CONT'D)

Under a ruling of the Federal Communications Commission ("FCC"), a wireless service provider whose application has been pending for a period of 90 days for collocation applications, and 150 days for all other applications, is authorized to seek judicial review within 30 days on the basis that a state or local permitting authority did not act on the application within "a reasonable time". (In Re: Petition for Declaratory Ruling to Clarify Provisions of Section 332(c)(7)(B) to Ensure Timely Siting Review, Etc., FCC 09-99 (FCC November 18, 2009) (the "Ruling"), 45.) The Ruling also permits the period for a local jurisdiction's review of an application to be extended by mutual consent. (Ruling, 49.)

The proposed tolling agreements would extend through December 14, 2018, the time for the County Planning Commission to act on all of the applications, and would extend through February 28, 2019, the time for the Board of Supervisors to act on all of the applications. The proposed tolling agreements would also prohibit Verizon Wireless from seeking a court order before February 28, 2019, that would direct the County to act on the applications. In addition, the proposed tolling agreements would toll the time for Verizon Wireless to seek a court order alleging a violation of the Permit Streamlining Act to after February 28, 2019.

This Board Order also authorizes the Director of Conservation and Development, or designee, to execute extensions of the above time period if necessary.

CONSEQUENCE OF NEGATIVE ACTION:

If the tolling agreement is not approved, the Federal Communications Commission "shot clock" requirements would require the County to act on the applications within the time prescribed by the FCC.

ATTACHMENTS

Verizon Wireless Agreement

TOLLING AGREEMENT

This Tolling Agreement ("Agreement"), dated as of November 30, 2018, is made and entered into by and between GTE MobilNet of California Limited Partnership, a California limited partnership dba Verizon Wireless ("Verizon Wireless") and the County of Contra Costa ("County").

RECITALS

A. Verizon Wireless has filed applications for permits to authorize Verizon Wireless to construct wireless telecommunications facilities in the public right-of-way in Contra Costa County, California. On October 15, 2018, the County Zoning Administrator approved Verizon Wireless applications under County Files WA18-0002 (near 401 Horsetrail Court), WA18-0003 (near 1955 Meadow Road) and WA18-0004 (near 1524 Alamo Way) (collectively, the "Applications"). The County Planning Commission will hear appeals of the Zoning Administrator's determinations on the Applications on December 12, 2018. The Planning Commission's determinations may be further appealed to the County Board of Supervisors.

B. On November 18, 2009, the Federal Communications Commission (the "FCC") released a Declaratory Ruling clarifying Section 332(c)(7) of the Communications Act. *See In Re: Petition for Declaratory Ruling to Clarify Provisions of Section 332(c)(7)(B) to Ensure Timely Siting Review, Etc.*, FCC 09-99 (FCC November 18, 2009) (the "Ruling"). The Ruling permits a wireless service provider whose application has been pending for a period of 90 days for collocation applications, and 150 days for all other applications, to seek judicial review within 30 days on the basis that a state or local permitting authority failed to act on the application within "a reasonable time." Ruling, ¶ 45. The Ruling further permits the period for review of an application to be extended by mutual consent. Ruling, ¶ 49.

C. In order to allow the County to act on the Verizon Wireless Applications in an orderly manner, without either party risking the loss of important rights, the parties wish to enter into a tolling agreement.

NOW, THEREFORE, the parties agree as follows:

1. The parties agree that the time period within which the Planning Commission may act on appeals of Zoning Administrator determinations on the Applications, under both California and federal law, shall be extended through December 14, 2018. The parties further agree that the time period within which the Board of Supervisors may act on any appeals of Planning Commission determinations on the Applications shall be extended through February 28, 2019, and that no limitations period under California or federal law for any claim by Verizon Wireless of unreasonable or unlawful delay in processing the Applications shall commence to run before February 28, 2019.
2. If the Planning Commission has not acted on appeals of the Applications by December 14, 2018, or if the Board of Supervisors has not acted on any appeals of Planning Commission determinations by February 28, 2019, this Agreement shall not be

construed as an admission by the County that such failure to act is unreasonable or unlawful, nor shall it be construed to waive or otherwise impair the rights of Verizon Wireless with respect to any such claim. In addition, this Agreement shall not be construed to waive any claims by the County regarding the validity or applicability of the requirements and deadlines established in the Ruling.

3. This Agreement supersedes any prior tolling agreement regarding any of the Applications.

4. This Agreement may be executed in counterparts and facsimile, each of which shall be deemed an original. The individuals whose signatures appear below on behalf of each party are authorized to execute this Agreement on behalf of the respective parties, and to bind them to the terms thereof.

COUNTY OF CONTRA COSTA

By: _____

Printed name: _____

Title: _____

**GTE MOBILNET OF
CALIFORNIA LIMITED
PARTNERSHIP DBA VERIZON
WIRELESS**

By: 

Paul Albritton
Counsel to Verizon Wireless



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: Ad Hoc Committee on Board of Supervisors Compensation

RECOMMENDATION(S):

DIRECT the County Administrator to appoint an Ad Hoc Committee to review and make recommendations for any increased compensation for 2019 and subsequent years for the Board of Supervisors and report back within 90 days.

FISCAL IMPACT:

None.

BACKGROUND:

In 2015, the Board of Supervisors appointed an Ad Hoc Committee to review the Supervisors compensation. That Committee consisted of 5 individuals representing labor, business, a past member of the Contra Costa County Civil Grand Jury, and community leaders. A copy of the Committee's Final Report and Recommendations is attached.

On July 7, 2015 the Committee recommended that the Board adjust their base salary by 12% spread over 3 years starting January 1, 2016, with the last increase of 3.855% occurring on January 1, 2018. The Committee also recommended that the Board establish an ongoing review committee, composed of impartial citizens, to review future compensation adjustments.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Laura Strobel (925)
335-1091

cc:

BACKGROUND: (CONT'D)

> The Board accepted the recommendations on their salaries, but took no action at that time to establish a committee to review future compensation adjustments. Since the date of the committee report, the County has settled a number of labor contracts regarding wages and benefits for County employees.

It is the recommendation of the County Administrator that the Board of Supervisors consider appointing a new Ad Hoc Committee, composed of impartial citizens representing business, labor, and the general public. To that end, the business community will be represented by the East Bay Leadership Council (EBLC) and asked to select two members; the labor community will be asked to select two members, one from the Contra Costa Building Trades Council and one from the Contra Costa Central Labor Council; and a member at large will be selected from applications received via a public solicitation process.

To provide a reference point, below is the salary information from the 11 Counties that have been referenced in prior years when looking at salaries for the Board of Supervisors and for Elected Department Heads. The information is also shown in Table 1 sorted by Population and Table 2 sorted by Salary. Finally, Table 3 shows those Counties that use a percentage of the Judges' salaries as compensation for Supervisors.

TABLE 1:		
COUNTY BOARD OF SUPERVISORS MEMBER		
Sorted by Population		
Counties	County Population	Annual Salary
SANTA CLARA	1,938,180	\$165,939
ALAMEDA	1,645,359	\$165,939
SACRAMENTO	1,514,770	\$114,083
CONTRA COSTA	1,139,513	\$116,841
SAN FRANCISCO	874,228	\$125,132
SAN MATEO	770,203	\$140,587
SONOMA	505,120	\$155,568
SOLANO	436,023	\$109,935
SANTA CRUZ	276,603	\$126,000
MARIN	263,604	\$124,454
NAPA	142,408	\$97,676

TABLE 2:		
COUNTY BOARD OF SUPERVISORS MEMBER		
Sorted by Salary		
Counties	County Population	Annual Salary
ALAMEDA	1,645,359	\$165,939
SANTA CLARA	1,938,180	\$165,939
SONOMA	505,120	\$155,568
SAN MATEO	770,203	\$140,587
SANTA CRUZ	276,603	\$126,000
SAN FRANCISCO	874,228	\$125,132
MARIN	263,604	\$124,454
CONTRA COSTA	1,139,513	\$116,841
SACRAMENTO	1,514,770	\$114,083
SOLANO	436,023	\$109,935
NAPA	142,408	\$97,676

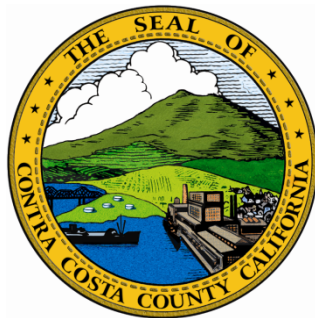
TABLE 3:		
COUNTY BOARD OF SUPERVISORS MEMBER		
Counties using percentage of Judges' salaries for Supervisors ¹		
Counties	Calculation	
ALAMEDA	80% of Superior Court Judge's Salary	
SANTA CLARA	80% of Superior Court Judge's Salary	
SONOMA	75% of Judicial salaries	
MARIN	60% of Superior Court Judge's Salary + CPI COLA	
SACRAMENTO	55% of Superior Court Judge's Salary	
SOLANO	53% of Superior Court Judge's Salary	
NAPA	47.09% of Superior Court Judget's Salary	
¹ Results of 2017 CSAC Survey		

ATTACHMENTS

2015 Final Report & Recommendations

Final Report and Recommendations

Contra Costa County Board of Supervisors Compensation



Prepared by the
Ad Hoc Committee on Board of Supervisors Compensation

Rick Wise, East Bay Leadership Council, *Chair*

Margaret Eychner, Contra Costa Taxpayers' Association, *Vice Chair*

Michael Moore, Member, Contra Costa County Civil Grand Jury, *Secretary*

Margaret Hanlon-Gradie, Central Labor Council of Contra Costa County, AFL-CIO

Stuart McCullough, Contra Costa Human Services Alliance

Facilitator: Stephen L. Weir, Contra Costa County Administrator's Office

July 7, 2015

**EXECUTIVE SUMMARY OF THE REPORT OF THE
AD HOC COMMITTEE ON BOARD OF SUPERVISORS COMPENSATION**

RECOMMENDATIONS

- 1) Adjust the Board of Supervisors base salary by 12% spread over three years. Make no other salary adjustment until July 1, 2018 except taking any proportional reduction by ordinance to correspond to any general county employee salary and/or benefit reduction.
- 2) Eliminate intra-County mileage reimbursement for Board members, making the auto benefit "\$600/mo. plus out-of-County mileage reimbursement" only.
- 3) Establish an ongoing Board of Supervisors compensation review committee, composed of impartial citizens, to review future compensation adjustments. This Committee should adopt a peer county review methodology that includes quantifying total compensation and factoring in geographic cost of living differentials. The Board should consider using this methodology in reviewing elected department head salaries.

FISCAL IMPACT

100% County General Fund. The recommended increase to base salary would result in a total increased payroll cost of approximately \$91,540, \$22,560 of which is the County contribution to retirement cost. The average annual incremental cost of the proposal is approximately \$30,500 through 2018.

EXECUTIVE SUMMARY

The Committee's analysis has taken into consideration that some counties are more or less generous with benefits than Contra Cost County. Therefore, the Committee has worked to quantify and compare total annual compensation as opposed to limiting its review to just base salary data. In addition, we have worked to account for differences in cost of living between Contra Costa and its peer counties.

This Committee has met 9 times and has reviewed over 500 pages of documentation. Agendas, Record of Action notes, and background materials are all available publicly at:

http://64.166.146.155/agenda_publish.cfm?mt=BOSCOMP

Attachment "A" shows our calculation adjusting for differences in cost of living in the seven peer counties in terms of purchasing power in Contra Costa County.¹ Attachment "B" shows the Total Annual Compensation, as so adjusted, and ranked by both average and incremental percentiles for each of the seven peer counties.

¹*At the June 11, 2015 Committee Meeting, the Committee decided to exclude the City and County of San Francisco from the peer county review as it was deemed not to be comparable to other peer counties nor to Contra Costa County.*

Attachment "C" illustrates the implementation of the proposed salary in three annual increments, the incremental salary percentage against base salary, and how the cumulative increase impacts Annual Total Payroll costs. The Committee recommends that each adjustment to base salary take place on January 1 of 2016, 2017, 2018. Those adjustments are to be at rate of 3.855% each year, which equates to 12% over three years as a result of compounding.

The Committee would like to note that, prior to June 1, 2015, the Board had not had a raise since July, 2007 (see Attachment "D"). When taking the 7% salary increase that became effective June 1, 2015 into account, the recommended 12% increase, in effect, amounts to a 20% increase over five years from the 2007-2014 salary level of \$97,483.

BACKGROUND

At the Board's March 3, 2015 direction, the County Administrator invited the following organizations to nominate a member to the Ad Hoc Committee on Board of Supervisors Compensation: East Bay Leadership Council (Rick Wise, selected as Chair); Contra Costa Taxpayers' Association (Margaret Eychner, selected as Vice Chair); Contra Costa Civil Grand Jury Member (Michael Moore, selected as Secretary); Central Labor Council of Contra Costa County (Margaret Hanlon-Gradie); and Contra Costa Human Services Alliance (Stuart McCullough). This Committee met on April 9, April 16, April 23, May 7, May 12, May 28, June 11, June 18, and June 25, 2015.

A more detailed discussion on the progression towards the Committee's final recommendations is contained in the remainder of this report.

**DETAILED REPORT OF THE
AD HOC COMMITTEE ON BOARD OF SUPERVISORS COMPENSATION**

This Commission was asked to (a) review the compensation of the Board of Supervisors; (b) recommend any adjustment to the compensation; (c) recommend a methodology and process by which any future increases would occur; and (d) prepare recommendations in time for consideration by the Board of Supervisors at its July 7, 2015 meeting.

If one looks only at base salary for members of the respective Boards of Supervisors in the nine Bay Area counties, the Contra Costa Board of Supervisors' salary appears to be well below average (See Attachment "E"). However, early on, this Committee concluded that such a review (whether comparing Bay Area salaries or those of the Urban Counties in the State) should be made on total compensation, not just on base salary data. Our review indicated that the benefits accruing to members of the Contra Costa County Board of Supervisors are more generous than those of many of the counties that were reviewed. While quantifying total compensation is not a precise science, we believed that looking at total compensation for comparable counties merited further investigation.

The Committee identified five guiding principles in our pursuit of a salary review:

- 1) The salary must be fair and equitable.
- 2) The salary should be high enough to attract good candidates and should not be a barrier to elected public service.
- 3) A process should be designed to de-politicize the practice of setting a salary for Board members.
- 4) The salary setting mechanism should be designed to "share the pain" when budget considerations require salary and/or benefit reductions for County employees.
- 5) Any major adjustment to salary should be phased in over time.

During our review of Board salaries, we noted that the 7% increase to the Board's salary effective June 1, 2015 was on top of a restoration in 2013 of a previous 2.75% voluntary reduction that had been taken by the Board (see Attachment "D"). While the 2.75% decrease was negotiated as a permanent reduction for employees, the Board matched the reduction by voluntarily waiving that portion of their salary effective October 1, 2011. The voluntary waiver by the Board ended on July 31, 2013, at which time the Board's salary effectively increased by 2.75%. The current effective increase of the 2.75% restoration plus the 7% increase amounts to 9.75%. We also noted that the Board voluntarily waived 2.31% between July 1, 2009 and June 30, 2011 to match temporary salary reductions taken by employees through Agreed-upon Temporary Absences (ATAs) during the same period.

Compensation Model

During our first two meetings, the Committee debated whether Board members should receive a salary with benefits like County employees or simply receive only a salary. In addition, the question arose as to whether the office of County Supervisor should be considered as a full- or part-time position. The

Committee also discussed the common practice of pegging the Board's salary to another position, like that of Superior Court Judge or County executive, an approach which we concluded did not make sense, as the jobs were not truly comparable.

We discussed the merits of having Board members receive a flat salary (no benefits). We did not find a model for compensating a Board member with a flat salary for comparison purposes. If a Board member is a County employee, (i.e. granted a salary with benefits), this places the Board member into a potential conflict of interest, since the Board would be giving themselves benefits for which they have bargained with employee labor groups. Conversely, it was argued that by having the same benefits as their employees, Board members would know how it feels to live within those benefits. Recognizing that the complex day-to-day operations of the County are vested with the County Administrator, the position of County Supervisor is, nonetheless, a complex and challenging job. The Committee, therefore, considers the position of elected office of County Supervisor to be a full-time job meriting both salary and benefits.

There was a general discussion about job performance. While the Committee acknowledged that special knowledge, some gained while serving, is required for Board Members, the consensus of the Committee was that its role was to determine a salary for the position and its job description, rather than to address job performance, which is determined by the election process.

Who Should Determine the Board's Compensation?

The Committee recommends that a salary commission be established to address future salary adjustments (up or down). We recommend that this Commission be selected from civic associations and composed of impartial citizens. While there are relatively few examples of salary commissions at the county level, we note that the City and County of San Francisco model addressed our five guiding principles including: setting a fair and equitable salary; addressing salary levels to attract good candidates; removing the salary setting process from the political agenda; providing that the Board "share the pain" during downturns in the County's budget; and allowing for incremental adjustments when warranted. The Committee favors having any downward adjustment in the Board's salary take place by ordinance rather than by voluntary waiver of salary.

Our investigation identified other salary commissions. Apart from the City and County of San Francisco (set by charter amendment November 5, 2002), we reviewed the California Citizens Compensation Commission (established by Proposition 112, June 1990 statewide ballot); and commission in Multnomah County, Oregon (established by Charter Amendment in 1984).

In the California examples, there were statutory provisions for giving the salary commission actual salary setting authority, something that apparently is not available in Contra Costa. The Contra Costa County Board of Supervisors could legislate that authority to an independent commission, but it cannot bind its successors to uphold that authority into perpetuity. Nevertheless, Committee members believe that the advantage of an impartial review of the Board's compensation would provide sufficient incentive to maintain the practice.

The two California salary commissions have granted pay increases and also, during hard times, pay decreases. Several counties, including those with salary commissions, include a Cost of Living

Adjustment (COLA) periodically. We recommend against establishing mid-salary review COLAs, as we are making a clear distinction between the role of the Board as legislators and policy-makers and the role of County employees, whose salaries are negotiated through collective bargaining. We believe that the three-year salary review cycle we are recommending for the Board will be sufficient to keep the Board's compensation current.

Elements of Compensation for Comparison

We began our research by agreeing that we would use the nine Bay Area counties as the basis for any comparison and that we would try to quantify total compensation for any such comparison. After reviewing population, budget, number of employees, and general complexity of service, such as having a county hospital, of the nine Bay Area counties, we decided to compare Contra Costa to only Alameda and San Mateo Counties¹ (see Attachment "F"). Over several meetings, staff worked to quantify total compensation for each of the three counties. It appeared to us that Contra Costa County is more generous with its benefits granted to Board Members than the other two counties, but the other two counties have significantly higher base salaries.

To estimate "Annual Compensation" for the purpose of our study, staff added to the "Annual Base Salary" the following other elements of compensation:

- County Health/Dental Contribution. In order to compare the same benefit across peer counties, the Committee used Kaiser Single Coverage plus Dental, which was a plan common to all of the peer counties.
- Auto allowance. This is an allowance per pay period in lieu of a County vehicle. In Contra Costa County, this also includes reimbursement for all business mileage.
- Other. This may include professional development allowance, flexible spending allocation, wellness allocation, cafeteria benefit supplement, and/or other cash allowance.

To determine "Total Compensation" for the purpose of our study, we added the following elements to Annual Compensation:

- County Pension Contribution Based on Normal Cost Only. The Committee determined that total County contribution to a Board member's pension was not a true measure of employee benefit because a county's contribution rate is heavily influenced by the general health of a county's retirement system. County retirement systems that have higher levels of unfunded accrued actuarial liabilities will necessarily have higher contribution rates. Higher contribution rates, however, do not necessarily translate to better employee retirement benefits.

To create a more valid comparison of the pension benefit, the Committee chose to use only a county's contribution to the Normal Basic rate plus COLA. In Contra Costa, that figure is 14.99% for County General Tier 3². (Actual retirement contribution by the County is 36%³, which includes paying down unfunded liabilities.)

¹ The Committee later decided to expand the list of peer counties, which is discussed further on in this report.

² CCCERA Actuarial Valuation Report, December 31, 2013.

³ CCCERA Contribution Rate Packet for FY 2015/16.

- Pension Enhancement/Deferred Compensation. This is a county's contribution to a deferred compensation account in Contra Costa County and for most of the peer counties.

We also gathered data to compare other elements of compensation that did not lend themselves to being included in Total Compensation but are nonetheless significant elements. For example, we estimated what the annual retirement benefit would be for board members in each county based on their pension benefit formula at a retirement age of 55 with eight years of service (two elective terms of office) at Contra Costa's salary plus cash benefits. Contra Costa is right at the average for peer counties.

We excluded statutory benefits, e.g., unemployment insurance, workers compensation insurance, social security, and Medicare from Annual Compensation. (For actual total salary impact on the County Budget, see Attachment "B".)

At our second meeting, the Committee asked staff to quantify any additional income available to the Board to try to determine total compensation. Specifically, staff was asked to quantify stipends for the various boards and commissions assigned to Board members. California Form 806 (Agency Report of Public Official Appointments), which is to be filed yearly, showed the Board assignments and the yearly reimbursement if all meetings are attended. According to the latest filing for Contra Costa County (2-10-15), Board Members average a maximum yearly stipend of \$7,500 (See Attachment "G"). The following is the total available for each Board Member assuming they attend every meeting: Gioia, \$3,600; Andersen, \$7,800; Piepho, \$7,440; Mitchoff, \$9,300; and Glover, \$9,240. These assignments can rotate yearly.

A review of similar Form 806s for peer counties does not provide complete data. It is evident that urban counties are likely to have more boards and commissions than other peer counties. For example, in addition to many local boards and commissions, the Bay Area has several "regional" boards including ABAG (Association of Bay Area Counties); BAAQMD (Bay Area Air Quality Management District); BCDC (Bay Conservation and Development Commission); MTC (Metropolitan Transportation Commission); etc. The Committee considers the stipends for Board members to be significant. However, the Committee chose to exclude stipends from the compensation review because precise data was not readily available from the peer counties and also because the stipends per committee assignment appeared to be similar among the peer counties, irrespective of total compensation from stipends.

Adjusting Compensation for Geographic Differences in Cost of Living: Expanding the Peer County Base

The Committee also considered simpler salary setting methodologies such as taking the nine Bay Area counties, disregarding the lowest and highest salaries and setting the Board's salary at the average of the remaining salaries or, alternatively, summing the two highest and two lowest salaries and dividing by four. A quick calculation indicated that the current base salary for the Board was almost 16% below the average of the nine Bay Area counties. This begged the question before the Committee, how do we quantify total compensation for peer counties and what does it really mean in terms of this County's compensation?

At our third meeting, staff had found a similar salary review ad hoc committee effort that was just concluded in Santa Barbara County. This effort was directed by the County HR staff and included six

members of the public. That committee identified nine peer counties for review. After eliminating the highest and lowest salary counties, seven peer counties remained for comparison. That committee then factored in for the difference in the cost of living between Santa Barbara County and its seven peer counties using a Cost of Living Composite Index from Relocationessentials.com.

The Cost of Living Composite Index at RelocationEssentials.com represents the differences in the price of goods and services for the subject market(s). The Composite Index is made up of six universally accepted major categories. The six categories, shown with their percentage representation are: Food & Groceries (16%), Housing (28%), Utilities (8%), Transportation (10%), Health Care (5%), and Miscellaneous (33%).

To check the veracity of the data at RelocationEssentials.com, we compared the Median Household Income reported by RelocationEssentials.com with that of the U.S. Census for 2013 for the selected peer counties and found them to be consistent.

The Cost of Living Composite Index gave our Committee the tool to make meaningful compensation comparisons between Contra Costa County and "peer" counties both within and outside the Bay Area. Clearly, there is a significant difference in the cost of living between Contra Costa and San Mateo Counties, for example, even though both are Bay Area counties. After reviewing Santa Barbara County's methodology, we chose to expand our peer county base. Using the criteria of county population, unincorporated county population, and budget, and giving preference to the most comparable Bay Area counties, we selected the following counties as "peer counties": Alameda (4 criteria), San Mateo (4 criteria), Sacramento (2 criteria), Fresno (2 criteria), Kern (2 criteria), Ventura (2 criteria), Sonoma (2 criteria), and San Francisco (2 criteria). (See Attachment "H".) The Committee later decided to remove San Francisco County from the analysis because of its City/County governing structure and because it has 11 County Supervisors instead of 5.

Adjusting the Annual Compensation for the peer counties by the Cost of Living Composite Index, we arrived at the "Adjusted Annual Compensation" (See Attachment "A"), to which we added County contributions to post-employment benefits (pension and deferred compensation) to arrive at the Adjusted Total Compensation for each peer county. Using the Adjusted Total Compensation, we prepared scenarios that calculated average compensation, and compensation calculated at the 25th, 37.5th, 50th (median), and 75th percentiles. (See Attachment "B".)

Guiding Principles for the Committee's Analysis and Recommendations

By the fourth meeting (May 7, 2015), the Committee established the following points of consensus:

- 1) The job of County Supervisor should be compensated as a full time job.
- 2) The salary should not be tied to a judge or any position not related or comparable to a County Supervisor.
- 3) The salary should not be tied to another County job classification.
- 4) An independent commission should review the Board's salary at regular intervals.

- 5) The Board's salary should be based on the duties and responsibilities of the position rather than on performance of the official (performance to be decided by the electorate).
- 6) While salary is not the guiding factor for Supervisorial candidates, it should not be so low as to be a barrier to public service and should be high enough to attract good candidates.
- 7) The methodology for future salary setting should embody the leadership principles of sharing the pain during tough times.
- 8) The methodology for future salary setting should attempt to de-politicize the determination of Board compensation.
- 9) The following counties should be used for comparison, on the basis of general population, unincorporated area population, and budget: Alameda, San Mateo, Sacramento, Fresno, Kern, Ventura, Sonoma, and San Francisco. (San Francisco County was removed from our analysis at the June 11, 2015 meeting.)
- 10) Compensation for other counties should be corrected for geographical cost of living differences.
- 11) The following quantifiable elements of compensation should be compared: base salary, county normal basic contribution to pension, county contribution to health/dental coverage for a common plan, county contribution to a deferred compensation account or like benefit, auto allowance, any other cash benefit. The estimated annual pension benefit (e.g., at age 55 with 8 years of service), the retiree health benefit, and life insurance benefits will be excluded but may be considered on a qualitative basis.⁴
- 12) A commission should review the Board's salary every three years.
- 13) No automatic salary escalator, such as CPI or general employee wage increase, should be applied between BOS salary reviews.
- 14) The Committee should schedule its draft report and recommendations for discussion at a minimum of two committee meetings prior to finalizing them for Board consideration. Those meeting dates were later scheduled for June 11th, 18th and 25th.

At the Committee's fifth meeting (May 12, 2015), the Committee added:

- 15) The Board's total annual compensation should be paid at a percentile of market commensurate with County employees, provided there is meaningful data available for such a comparison.
- 16) The Board should receive only out-of-county mileage reimbursement in addition to the monthly auto allowance, and should not receive reimbursement for intra-County mileage.

The Committee, at its June 11th meeting, gave direction to staff to prepare a compensation and salary analysis at the 37.5% percentile of peer counties. This factor was arrived at based on advice that many

⁴ *Our Committee performed a comparison of retirement formulas and retiree health benefits on a qualitative basis.*

of Contra Costa County's employees are paid below the 50th percentile (median) of market salary. The County Administrator has estimated that most County employees are paid between 8% and 18% below the median base salary for public employees. The Committee also asked that staff prepare a schedule for the raise to take place in equal installments over three years: January 1, 2016; January 1, 2017; and January 1, 2018.

The analysis (Attachment "B") shows that the 37.5th percentile of total compensation (adjusted for cost of living differences between Contra Costa County and its peers), indicates a total compensation level of \$162,341. The salary that is derived from that total compensation level is \$116,840, which maintains the same level of health/dental, deferred compensation, auto allowance, and professional development benefits and also maintains the same ratio of County contribution to pension at 14.99% of salary. The recommended salary level of \$116,840 would place the Board at the 21st percentile for base salary, using peer county base salary figures that were likewise adjusted for differences in cost of living.

Attachment "B" also shows the total impact of the recommended salary of \$116,840 to the County payroll cost (the data most commonly reported on government compensation transparency websites). Once the salary increase is phased in at 12%, the average annual payroll cost per Board member is estimated to increase by \$18,308 (from \$185,994 to \$204,308). The total annual fiscal impact for all five Board members is \$91,540. During the three-year phase-in period, that average annual incremental cost would be approximately \$30,500 through 2018.

Recommendations

- 1) Adjust the Board of Supervisors base salary by 12% spread over three years. Make no other salary adjustment until July 1, 2018 except taking any proportional reduction by ordinance to correspond to any general county employee salary and/or benefit reduction.
- 2) Eliminate intra-County mileage reimbursement for Board members, making the auto benefit "\$600/mo. plus out-of-County mileage reimbursement".
- 3) Establish an ongoing salary review committee, composed of impartial citizens, to review future salary adjustments. This Committee should adopt a peer county review methodology that includes quantifying total compensation and factoring in geographic cost of living differentials. The Board should consider using this methodology in reviewing elected department head salaries.

ATTACHMENT "A"
CONTRA COSTA COUNTY COMPARISON OF TOTAL COMPENSATION TO PEER COUNTIES

	Alameda	Contra Costa	San Mateo	Sacramento	Fresno	Kern	Ventura	Sonoma	San Francisco
Adjusted Total Compensation	\$194,425	\$147,929	\$145,648	\$146,870	\$162,973	\$170,685	\$162,131	\$194,376	\$98,558
Retirement System Assumed Rate of Return:	7.60%	7.25%	7.25%	7.88%	7.25%	7.50%	7.75%	7.50%	7.50%
County Pension Contribution % of Normal Cost for Basic + COLA	9.41%	14.99%	10.30%	12.43%	17.04%	6.41%	8.31%	12.32%	8.60%
County Pension Contribution \$ Based on Normal Cost Only	\$ 14,960	\$ 16,784	\$ 14,755	\$ 13,429	\$ 20,281	\$ 7,870	\$ 11,113	\$ 18,880	\$ 9,534
Pension enhancement	\$ 18,338	\$ 13,020	\$ -	\$ 1,015	\$ -	\$ 6,937	\$ 3,876	\$ 8,308	\$ -
Adjusted Annual Compensation ¹	\$161,128	\$118,125	\$130,893	\$132,425	\$142,691	\$155,877	\$147,142	\$167,188	\$89,025
COL Adjustment Factor ²	-3.15%	0.00%	-12.47%	12.26%	14.32%	21.55%	4.03%	5.00%	-24.72%
Total Est Annual Compensation	\$ 166,369	\$ 118,125	\$ 149,538	\$ 117,959	\$ 124,820	\$ 128,242	\$ 141,443	\$ 159,228	\$ 118,263
Annual Salary	\$ 147,680	\$ 104,307	\$ 129,917	\$ 101,536	\$ 110,766	\$ 105,107	\$ 129,227	\$ 138,459	\$ 110,858
County Health/Dental Contribution - Kaiser Single Coverage	\$ 7,393	\$ 6,155	\$ 6,283	\$ 9,923	\$ 5,798	\$ 5,460	\$ 7,716	\$ 5,979	\$ 7,405
Auto allowance	\$ 8,296	\$ 7,200	\$ 13,338	\$ 6,500	\$ 6,156	\$ 7,164	\$ 4,500	\$ 8,340	\$ -
Other	\$ 3,000	\$ 463	\$ -	\$ -	\$ 2,100	\$ 10,511		\$ 6,450	\$ -
Annual Pension Benefit: Based on 8 years service @ Home County Salary (2 terms of office)	\$ 17,627	\$ 16,689	\$ 20,246	\$ 15,823	\$ 17,723	\$ 8,325	\$ 15,404	\$ 27,692	\$ 13,303
Annual Pension Benefit: Based on 8 years service @ Costa Costa Salary (2 terms of office)	\$ 12,450	\$ 16,689	\$ 16,255	\$ 16,247	\$ 16,689	\$ 8,261	\$ 12,433	\$ 20,861	\$ 12,517
Pension Formula & Vesting	Tier 2A is 1.492% @ 55; Tier 4 is 1.3% @ 55;	Tier 1 & 3 Enhanced is 2% @ 55	< 8/7/11 = 1.948% @ 55	1.947% @ 55; 5 years to vest	2% @ 55; 5 years to vest	0.99% @ 55 10 years and age 50 to vest	1.49% @ 55; 10 years and age 50 to vest	2.5% @ 55; 10 years and age 50 OR reach age 70	Misc Plan A-8.587 1.5% @ 55; 5 years to vest

ATTACHMENT "A"
UPDATED 6-16-15

CONTRA COSTA COUNTY COMPARISON OF TOTAL COMPENSATION TO PEER COUNTIES

Retiree Health	County provides none. However, ACERA provides partial benefits with 10 years svc credit. 3,321-6264		SamCERA: Sick leave does not get added to retirement base. Instead, banked sick leave can be "spent" on retiree health premiums. 8 hours buys \$700.	\$650/annually while an active employee		Stipend of \$477/year for single coverage and \$738/year for family coverage.		County contributes to HRA only while an active employee. (No post retirement contribution) All Board members elected as of Jan. 1, 2009 receive \$2400 contribution to an HRA after 2 years of service. Then, \$110 per month contribution after that, as long as they remain in active status. No contribution once they retire or leave County service, but HRA is portable.	Yes, active employees pay 2%, 5-20 years to vest.
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¹Excludes statutory benefits: FICA, worker's comp, unemployment insuranace
²COL Adjustment/Factor is based on Cost of Living factors from www.relocationessentials.com and reflect the increase/decrease in wages needed to support a comparable standard of living in Contra Costa County.

ATTACHMENT "B"
Board of Supervisors Salary Comparison
Total Compensation of Peer Counties
Cost of Living Adjustment Method 1

<u>Agency</u>	<u>Partial Annual</u>	<u>CCC Partial</u>	<u>Partial Annual</u>	<u>Add Back</u>	<u>Total</u>
	<u>Compensation</u> <u>(Excluding</u> <u>Pension & Def Comp)</u>	<u>Annual</u> <u>Compensation</u> <u>Equivalency</u> <u>COL Adjusted²</u>	<u>Compensation</u> <u>COL Adjusted¹</u>	<u>Pension &</u> <u>Def Comp</u>	<u>Compensation</u> <u>COL Adjusted¹</u>
Sonoma	159,228	112,501	167,188	27,188	194,376
Alameda	166,369	121,968	161,127	33,297	194,424
Ventura	141,443	113,550	147,141	14,989	162,130
Kern	128,242	97,183	155,876	14,807	170,683
Fresno	124,820	103,331	142,690	20,281	162,972
Sacramento	117,959	105,220	132,426	14,444	146,870
San Mateo	149,538	134,951	130,893	14,755	145,648
Average	141,086		148,192	19,966	168,158
25th Percentile	126,531		137,558	14,781	154,500
37.5th Percentile	131,542		143,803	14,853	\$ 162,341
50th Percentile	141,443		147,141	14,989	162,972
75th Percentile	154,383		158,501	23,735	182,530
Contra Costa	118,125		118,125	29,804	147,929
% from Average	-19%		-25%	33%	-14%
% from 25th Percentile	-7%		-16%	50%	-4%
% from 37.5th Percentile	-11%		-22%	50%	-10%
% from 50th Percentile	-20%		-25%	50%	-10%
% from 75th Percentile	-31%		-34%	20%	-23%

¹ Annual Compensation COL Adjusted is based on Cost of Living factors from www.relocationessentials.com and reflects the compensation needed to support a comparable standard of living in Contra Costa County.

² CCC Annual Compensation Equivalency COL Adj is based on Cost of Living factors from www.relocationessentials.com and reflects the compensation that would be required in that county to maintain the same lifestyle as in CCC at the \$147,929 total compensation level. Amount adjusted is \$118,125, which excludes pension and deferred compensation contributions.

<http://relocationessentials.com/off/www/tools/salary/col.aspx>

Deriving the annual salary level from total compensation, using 37.5th percentile as selected by the Committee:

	<u>Current</u>	<u>COL Adjusted</u>		<u>VAR</u>
Total Est Annual Compensation*	\$ 147,929	\$ 162,341	\$ 14,412	9.7%
Annual Salary	\$ 104,307	\$ 116,840	\$ 12,533	12.0%
Normal % Contrib to Pension @ 14.99%	\$ 16,784	\$ 18,663	\$ 1,879	
Kaiser+Dental Single Coverage	\$ 6,155	\$ 6,155	\$ -	
Kaiser Single Coverage				
Deferred Compensation	\$ 13,020	\$ 13,020	\$ -	
Auto allowance	\$ 7,200	\$ 7,200	\$ -	
Professional Development	\$ 463	\$ 463	\$ -	

*Excludes life insurance and statutory benefits: FICA, worker's comp, unemployment insurance

To derive total payroll from annual salary:

Total Payroll*	\$ 185,994	\$ 204,303	\$ 18,308	9.8%
Salary	\$ 104,307	\$ 116,840	\$ 12,533	12.0%
FICA @ 7.65%	\$ 8,530	\$ 9,489	\$ 959	
Retirement @ 36%	\$ 40,143	\$ 44,654	\$ 4,512	
Group Insurance	\$ 9,341	\$ 9,341	\$ -	
Worker's Comp @ 2.13%	\$ 2,375	\$ 2,642	\$ 267	
Unempl Insurance @ 0.3%	\$ 335	\$ 372	\$ 38	
Supplemental (Auto Allowance)	\$ 7,200	\$ 7,200	\$ -	
Other (Def Comp, Life Insurance)*	\$ 13,764	\$ 13,764	\$ -	

*Excludes Prof Dev Allowance

ATTACHMENT "C"
Suggested Methodology to Phase in Recommended Salary Increment
Based on Method 1 Using Total Compensation

	Increments	Method to Arrive at 37.5th Percentile	
	Current Salary	3 @ 3.855%	Increase from 6/1/15
Annual Base Salary:	\$ 104,307		
1	1/1/2016	\$ 108,328	3.9%
2	1/1/2017	\$ 112,504	7.9%
3	1/1/2018	\$ 116,841	12.0%
Annual Salary w/ Additional Compensation	\$ 147,929	\$ 162,341	9.7%
Annual Total Payroll Cost	\$ 185,994	\$ 204,303	9.8%

ATTACHMENT "D"

CONTRA COSTA COUNTY

SALARY HEALTH PLAN SUBSIDY ADJUSTMENTS FOR A SAMPLING OF GROUPS

Fiscal Year	Salary Adjustments				Health Benefit Changes		
	Board of Supervisors	Mgmt/Unrepresented	Local 1	DSA Management	Board of Supervisors & Mgmt/Unrepresented	Local 1	DSA
2004-05		3% 10/04	3% 10/04	5% 10/04	80% of Kaiser premium	80% of Kaiser premium	87% of PERS Kaiser Bay Area Premium
2005-06		0	0	0	80% of Kaiser premium	80% of Kaiser premium	87% of PERS Kaiser Bay Area Premium
2006-07	59.5% 2/07	\$1500 11/06*	0	2% 10/06	80% of Kaiser premium	80% of Kaiser premium	87% of PERS Kaiser Bay Area Premium
2007-08	2% 7/07	2% 7/07	2% 7/07	2% 10/07 & 2% 3/08	80% of Kaiser premium	80% of Kaiser premium	87% of PERS Kaiser Bay Area Premium
2008-09	Waived 2.31% to match ATA***	2% 7/08	2% 7/08	0	80% of Kaiser premium	80% of Kaiser premium	87% of PERS Kaiser Bay Area Premium
2009-10	Waived 2.31% to match ATA	0	0	0	Capped at 2009 rate +50% of increase	Capped at 2009 rate +50% of increase	87% of PERS Kaiser Bay Area Premium
2010-11	Waived 2.75% to match negotiated wage reductions	0	0	0	Capped at 2009 rate +50% of increase	Capped at 2009 rate +50% of increase	87% of PERS Kaiser Bay Area Premium
2011-12	Waived 2.75%	-2.75% 10/11	\$500 5/12	0	Capped 2011	Capped 2011	Capped 1/12 + 75% of PERS Kaiser Bay Area increase
2012-13	Waived 2.75%	0	-2.75% 7/12 \$500 5/13	-2.81% 7/12	Capped 2011	Capped 2011	Capped 1/12 + 75% of PERS Kaiser Bay Area increase
2013-14	Waived 2.75% for 7/13 and discontinued waiver thereafter	2% 8/13	\$750 5/14	3% 1/14	Capped 2011	Capped 2011	Capped 11/13 + 50% of increase for all plans
2014-15	7% 6/15	2% 8/14 \$1000 **	4% 4/14 ; \$750 5/15	3% 7/14	Capped 2011	Capped 2011	Capped 11/13 + 50% of increase for all plans
2015-16		3% 7/15	3% 7/15	3% 7/15	Capped 2011	Capped 2011	Capped 11/13 + 50% of increase for all plans

* Management Resolution 2006/709

** Management Resolution 2013/318

*** ATA is Agreed-upon Temporary Absence, which was a negotiated absence without pay.

URBAN COUNTY BOARD OF SUPERVISORS MEMBER			
Sorted by Salary (highest to lowest)			
Counties ¹	County Population ²	Annual Salary ³	Salary Formula
LOS ANGELES	10,017,068	\$181,292	100% of Superior Court judges salary
SAN BERNARDINO	2,088,371	\$151,971	San Bernardino - Set by Ordinance; tied to average of Riverside, Orange, San Diego, and L.A. BOS salaries
SAN DIEGO	3,211,252	\$147,688	80% of Superior Court judges salary
SANTA CLARA	1,862,041	\$147,684	80% of Superior Court judges salary
ALAMEDA	1,578,891	\$147,680	80% of Superior Court judges salary
RIVERSIDE	2,292,507	\$143,031	80% of Superior Court judges salary
ORANGE	3,114,363	\$143,031	80% of Superior Court judges salary
VENTURA	839,620	\$126,904	70% of Superior Court judges salary
SAN MATEO	747,373	\$126,144	Set by Ordinance
SAN FRANCISCO	837,442	\$110,858	Set by Civil Service Commission every 5 years
SACRAMENTO	1,462,131	\$99,723	55% of Superior Court judges salary
CONTRA COSTA	1,094,205	\$97,483	Set by Ordinance
¹ Counties represent urban California counties			
² Data from U.S. Census Bureau 2013 estimates			
³ Figures may be rounded, and may not include 1.83% judicial salary increase effective July 1, 2014			

BAY AREA COUNTY BOARD OF SUPERVISORS SALARIES			
Counties ¹	County Population ²	Annual Salary ³	Salary Formula
SANTA CLARA	1,862,041	\$147,684	80% of Superior Court Judge salary
ALAMEDA	1,578,991	\$147,684	80% of Superior Court Judge salary
SONOMA	495,025	\$138,459	75% of judicial salaries
SAN MATEO	747,373	\$126,144	Set by Ordinance
SAN FRANCISCO	837,442	\$110,858	Set by Civil Service Commission every 5 years
MARIN	258,365	\$108,784	60% of Superior Court Judge salary, plus COLA calculated by Bay Area consumer price index
SOLANO	424,788	\$97,843	53% of Superior Court Judge's salary
CONTRA COSTA	1,094,205	\$97,483	Set by Ordinance
NAPA	140,326	\$84,198	47.09% of Superior Court Judge's Salary
¹ Surveyed counties represent the other 8 ABAG counties			
² Data from U.S. Census Bureau 2013 estimates			
³ Figures may be rounded and may not include 1.83% judicial salary increase effective July 1, 2014			

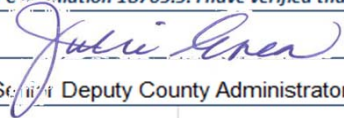
ATTACHMENT " F "

	Alameda	Contra Costa	San Mateo
TOTAL EST VALUE	<u>206,229</u>	<u>166,163</u>	<u>183,523</u>
Annual Salary	147,680	104,307	129,912
Pension Contribution	28,916	40,429	40,272.72
Pension & Vesting	Tier 2A is 1.492% @ 55; Tier 4 is 1.3% @ 55; County pays employer share only; avg contribution is 19.58%	Tier 1 & 3 Enhanced is 2% @ 55; County contributes 38.8%	< 8/7/11 = 1.948% @ 55; County contributes 30-31%
Health/Dental	90% of premium	50-60% of premium	75-85% of premium
Other insurance	-	1,164	-
Pension enhancement	\$ 18,338	\$ 12,600	\$ -
Auto allowance	\$ 8,296	\$ 7,200	\$ 13,338
Other	\$ 3,000	\$ 463	\$ -
Retiree Health	County provides none. However, ACERA provides partial benefits with 10 years svc credit. 3,321-6264		SamCERA: Sick leave does not get added to retirement base. 8,553 Instead, banked sick leave can be "spent" on retiree health premiums. 8 hours buys \$700.

**Agency Report of:
Public Official Appointments**

Date Posted
(Month, Day, Year)

A Public Document

1. Agency Name	Contra Costa County		
Division, Dept. or Region (If Applicable)	Board of Supervisors	Area Code/Phone Number	925-335-1900
Designated Agency Contact (Name, Title)	David Twa, County Administrator	Email	david.twa@cao.cccounty.us
<i>I have read and understand FPPC Regulation 18705.5. I have verified that the appointment and information identified is true to the best of my information and belief.</i>			
Signature of Agency Head or Designee		Print Name	Julie DiMaggio Enea
Title	Senior Deputy County Administrator	Month, Day, Year	2/10/2015

2. Appointments

Agency Boards and Commissions	Name of Appointed Person (Last, First)	Name of Alternate (Last, First)	Appointment Date	Length of Term (in years)	Per Meeting	Estimated Annual Salary/Stipend
ABAG Executive Board (Seat 1)	Mitchoff, Karen	John Gioia	7/1/2014	2	\$ 150.00	\$ 1,800.00
ABAG Executive Board (Seat 2)	Andersen, Candace	Piepho, Mary N.	7/1/2014	2	\$ 150.00	\$ 1,800.00
ABAG Regional Planning Committee	Mitchoff, Karen	N/A	1/6/2015	1	\$ 150.00	\$ 1,800.00
Bay Area Air Quality Management District Board of Directors #1	Gioia, John	N/A	1/8/2013	4	\$ 100.00	\$ 1,200.00
Bay Area Air Quality Management District Board of Directors #2	Mitchoff, Karen	N/A	1/6/2015	1	\$ 100.00	\$ 1,200.00
Bay Conservation & Development Commission	Gioia, John	Glover, Federal D.	1/6/2015	1	\$ 100.00	\$ 2,400.00
CCCERA (Contra Costa County Employees Retirement Association) Board of Trustees	Candace Andersen; (Mitchoff, Karen through 2/28/15;)	Holcombe, Jerry	3/1/2015	-1	\$ 100.00	\$ 2,400.00
Central Contra Costa Solid Waste Authority Board of Directors Seat #1	Andersen, Candace	N/A	1/6/2015	1	\$ 50.00	\$ 1,200.00
Central Contra Costa Solid Waste Authority Board of Directors Seat #2	Mitchoff, Karen	N/A	1/6/2015	1	\$ 50.00	\$ 1,200.00
Central Contra Costa Transit Authority (CCCTA) Board of Directors	Andersen, Candace	Mitchoff, Karen	1/8/2013	2	\$ 100.00	\$ 2,400.00
Contra Costa Transportation Authority Board of Directors Seat #1	Glover, Federal D.	Gioia, John	1/6/2015	2	\$ 100.00	\$ 2,400.00
Contra Costa Transportation Authority Board of Directors Seat #2	Mitchoff, Karen	Andersen, Candace	1/8/2013	3	\$ 100.00	\$ 2,400.00
Contra Costa Transportation Authority Board of Directors, Second Alternate (Seat 1)	Andersen, Candace	N/A	1/6/2015	2	\$ 100.00	\$ 2,400.00
Contra Costa Transportation Authority Board of Directors, Third Alternate (Seat 1)	Piepho, Mary N.	N/A	1/6/2015	2	\$ 100.00	\$ 2,400.00
Delta Diablo Sanitation District Governing Board	Glover, Federal D.	Mitchoff, Karen	1/6/2015	1	\$ 170.00	\$ 2,040.00
East County Water Management Association Board of Directors	Piepho, Mary N.	Glover, Federal D.	1/6/2015	2	\$ 170.00	\$ 2,040.00
Hazardous Waste Management Facility Allocation Committee	Mitchoff, Karen	Andersen, Candace	1/6/2015	1	\$ 150.00	\$ 900.00
Local Agency Formation Commission	Glover, Federal D.	Andersen, Candace	5/6/2014	4	\$ 150.00	\$ 1,800.00
Local Agency Formation Commission	Piepho, Mary N.	Andersen, Candace	5/6/2014	4	\$ 150.00	\$ 1,800.00
Metropolitan Transportation Commission	Glover, Federal D.	N/A	1/6/2015	4	\$ 100.00	\$ 1,200.00
Tri Delta Transit Authority, Board of Directors (Seat 1)	Glover, Federal D.	N/A	1/8/2013	4	\$ 100.00	\$ 1,200.00
Tri Delta Transit Authority, Board of Directors (Seat 2)	Piepho, Mary N.	N/A	1/8/2013	3	\$ 100.00	\$ 1,200.00
West Contra Costa Integrated Waste Management Authority Board of Directors	Glover, Federal D.	Gioia, John	1/6/2015	1	\$ 50.00	\$ 600.00

ATTACHMENT "H"
SELECTION OF PEER COUNTIES

COMPARISON DATA
Fiscal Year 2014-2015

				<u>County</u>	<u>Annual Salary</u>	<u>Annual Salary</u>	<u>% Variance</u>	<u>County</u>	<u>Pop</u>	<u>UI % of</u>	<u># of</u>	<u>FTEs Funded/</u>	<u>FY 2014/15</u>	<u>FY 2014/15</u>	<u>FY 2014/15</u>	<u>Fund</u>	
				<u>County</u>	<u>Annual Salary</u>	<u>COL Adjusted</u> ⁵	<u>From CCC</u>	<u>Population</u> ⁶	<u>Rank</u>	<u>UI Population</u> ⁶	<u>Total</u>	<u>Cities</u>	<u>Adopted</u> ³	<u>General Fund</u>	<u>Total Governmental Funds</u>	<u>Total All Funds</u>	<u>Rank</u>
Filters*																	
			BA	Santa Clara	147,680	134,989	29.4%	1,889,638	1	87,182	4.6%	15	16,216	\$ 2,973,221,915	\$ 3,840,012,040	\$ 5,892,779,051	2
B	UI	P	BA	Alameda	147,680	143,027	37.1%	1,594,569	2	146,787	9.2%	14	9,518	\$ 2,312,146,120	\$ 2,786,115,563	\$ 3,296,908,180	4
B		P		Sacramento	101,536	113,988	9.3%	1,470,912	3	573,313	39.0%	7	11,726	\$ 2,201,593,739	\$ 2,625,328,802	\$ 3,722,736,822	3
B	UI	P	BA	Contra Costa	104,307	104,307	0.0%	1,102,871	4	168,323	15.3%	19	8,921	\$ 1,435,174,537	\$ 1,938,177,513	\$ 3,171,226,845	5
	UI	P		Fresno	110,766	126,625	21.4%	972,297	5	170,459	17.5%	14	7,120		1,395,216,330	\$ 2,045,821,381	8
B		P		Kern	105,107	127,758	22.5%	874,264	6	309,050	35.3%	11	9,142	\$ 787,447,450	\$ 1,934,781,396	\$ 2,649,205,958	6
	UI	P		Ventura	129,227	134,434	28.9%	848,073	8	97,497	11.5%	11	7,624	\$ 946,653,621	\$ 946,653,621	\$ 1,881,456,411	9
		P	BA	San Francisco	110,858	83,450	-20.0%	845,602	7	N/A	N/A	1	28,435	\$ 4,270,953,200	\$ 8,581,831,912	\$ 8,581,831,912	1
B		P	BA	San Mateo	129,917	113,718	9.0%	753,123	9	64,615	8.6%	20	5,458	\$ 1,494,908,690	\$ 1,826,306,636	\$ 2,209,518,947	7
	UI		BA	Sonoma	138,459	145,380	39.4%	496,253	10	152,918	30.8%	9	4,074	\$ 419,507,162	\$ 889,930,234	\$ 1,457,085,749	10
			BA	Solano	97,843	104,810	0.5%	429,552	11	18,790	4.4%	7	2,816	\$ 218,445,708	\$ 870,217,528	\$ 922,572,425	11
			BA	Marin	108,784	103,838	-0.4%	258,972	12	68,488	26.4%	11	2,131	\$ 408,200,968	\$ 569,311,594	\$ 605,147,181	13
			BA	Napa	84,198	85,013	-18.5%	140,362	13	26,899	19.2%	5	1,411	\$ 209,451,517	\$ 505,434,230	\$ 624,414,293	12

⁵COL Adjustment/Factor is based on Cost of Living factors from www.relocationessentials.com and reflect the increase/decrease in wages needed to support a comparable standard of living in Contra Costa County.

⁶CA Dept of Finance for 1/1/15

*Filters: B-Budget, UI-Unincorporated Population, P=County Population, BA-Bay Area County



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: December 18, 2018

Subject: 2018 Annual Report from the County Service Area P-2A Citizens Advisory Committee

RECOMMENDATION(S):

ACCEPT the 2018 Annual Report from the County Service Area (CSA) P-2A (Blackhawk) Citizens Advisory Committee. DIRECT the Clerk of the Board to work with the CSA P-2A staff and members to ensure that all member training requirements have been met and that the committee is maintaining proper documentation of the required training.

FISCAL IMPACT:

None.

BACKGROUND:

On December 13, 2011, the Board of Supervisors (the Board) adopted Resolution No. 2011/497, which requires that each advisory board, commission, or committee (body) to report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. This annual report is due to the Board in December.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Emlyn Struthers (925)
335-1919

cc:

ATTACHMENTS

2018 Annual Report CSA

P-2A



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: County Service Area P-2A Citizens Advisory Committee
Advisory Body Meeting Time/Location: 6:00pm on 2nd Thursday of month/1092 Eagle Nest Place, Danville
Chair (during the reporting period): Ronald Banducci
Staff Person (during the reporting period): Lt. Ian Hebert
Reporting Period: Calendar Year 2018

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

Budget management
Cost control
Financial projections
Extension of parcel tax to Blackhawk Country Club
Interviews of candidates to replace retiring Police Chief
Selection of new Police Chief

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

Interviewed six candidates for Police Chief
Selected new Police Chief
Researched parcels owned by Blackhawk Country Club
Decided on appropriate annual tax on Country Club parcels
Requested Board of Supervisors to amend Ordinance 2005-09
Restored 3rd deputy on staff
Monitored monthly police activity and community incidents

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

Our Committee consists of 7 community residents, 5 males and 2 females, ranging in age from approximately 45 to 75. All are white. Attendance at monthly meetings is typically 6 or 7 members. We have never had a problem achieving a quorum. Our only vacancy occurred in August when one member resigned, and that vacancy will be filled by the Board of Supervisors in November.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

No training/certification was completed during the past year.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

Conduct election to raise parcel tax on residential, commercial and theatre properties.
Conduct election to include country club parcels in the parcel tax.
Continue to monitor financial performance and outlook.
Adjust staffing as necessary to meet priorities and available funds.
Provide direction and oversight to Police Chief.
Support increase in parcel tax.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Approve Clarification of December 4, 2018 Board Order Item #C.48 with Bay Area Rapid Transit Police Department

RECOMMENDATION(S):

APPROVE clarification of Board Action of December 4, 2018 (Item C.48), which authorized the Health Services Director to execute Grant Agreement #28-383 with Bay Area Rapid Transit (BART) Police Department, to reflect the intent of the parties in which the termination date should read June 30, 2019 instead of November 30, 2019 for the County's Coordinated Outreach Referral and Engagement (CORE) Team.

FISCAL IMPACT:

Approval of this agreement will allow the County to receive an amount not to exceed \$160,570 from the BART police department for the County's CORE Team. A County match of \$56,033 is required.

BACKGROUND:

The CORE Program locates and engages homeless clients throughout Contra Costa County. CORE teams serve as an entry point into the County's coordinated entry system for unsheltered persons and work to locate, engage, stabilize and house chronically homeless individuals and families.

On December 4, 2018, the Board of Supervisors approved Contract #28-383 with the BART Police department to receive

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Lavonna Martin,
925-313-7704

BACKGROUND: (CONT'D)

funds for the County's CORE Team for the period from December 1, 2018 through November 30, 2019.

The purpose of this Board Order is to correct the termination date from November 30, 2019 to June 30, 2019, to reflect the intent of the Parties.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not receive funding and without such funding, the County's CORE Team will not operate within the BART system.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: December 18, 2018

Subject: Approve Clarification of October 23, 2018 Board Order Item #C.66 with Oxford House, Inc.

RECOMMENDATION(S):

APPROVE clarification of Board Action of October 23, 2018 Board Order Item #C.66, which authorized the Health Services Director to execute Contract #74-578 with Oxford House, Inc., to reflect the intent of the parties that the Payment Limit should read an amount not to exceed \$139,340 instead of \$157,340 to provide Substance Abuse Prevention and Treatment (SAPT) services, with no change in the term of October 1, 2018 through June 30, 2019.

FISCAL IMPACT:

This Contract is funded by 78% Substance Abuse Prevention and Treatment Discretionary Fund; 4% Substance Abuse Prevention and Treatment Perinatal Grant; 18% SAMHWorks allocation fund.

BACKGROUND:

On October 23, 2018, the Board of Supervisors approved Contract #74-578 with Oxford House, Inc., to provide SAPT services including, but not limited to, providing access to recovery residences living facilities and services in order to assist residents maintain an alcohol-free and drug-free lifestyle and transition back into the community, for the period from October 1, 2018 through June 30, 2019.

The purpose of this Board Order is to correct the Payment Limit from \$157,340 to \$139,340, to reflect the intent of the Parties.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

By: Stephanie Mello, Deputy

Contact: Matthew White, M.D.,
925-957-5201

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, individuals will not receive substance abuse prevention and treatment services they need to maintain sobriety and reduce risk factors.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: December 18, 2018

Subject: APPROVE AND AUTHORIZE CONFLICT WAIVER WITH GOLDFARB & LIPMAN LLP

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Counsel, or designee, to execute on behalf of the County a conflict waiver acknowledging a conflict of interest and consenting to Goldfarb & Lipman LLP representing the City of Hercules (City), and the Hercules Successor Agency, which is the successor to the Hercules Redevelopment Agency (Successor Agency) in the City's and the Successor Agency's litigation against the California Department of Finance and the Contra Costa County Auditor-Controller.

FISCAL IMPACT:

There is no financial impact.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/18/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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

ATTESTED: December 18, 2018

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

Contact: Kate Andrus, Deputy County
Counsel, (925) 335-1824

By: Stephanie Mello, Deputy

cc: David Twa, County Administrator, Sharon L. Anderson, County Counsel

BACKGROUND:

The County is an existing client of Goldfarb & Lipman LLP (Goldfarb). Goldfarb represents the County in connection with affordable housing projects. The City of Hercules (the City) and the Hercules Successor Agency, which is the successor to the Hercules Redevelopment Agency (Successor Agency), are also existing clients of Goldfarb. Goldfarb serves the City as the City Attorney and as legal counsel to the Successor Agency.

Goldfarb has been asked by the City and the Successor Agency to file a petition for a writ of mandate against the California Department of Finance. The dispute concerns whether an agreement between the City and the Successor Agency is an enforceable obligation within the meaning of redevelopment dissolution law. The petition will seek an order that will affect the distribution of former redevelopment funds. The County Auditor-Controller is responsible for the actual distribution of former redevelopment funds to the various taxing entities. For that reason, the County Auditor-Controller will be named as a nominal respondent to the action. As a nominal respondent, the County Auditor-Controller will not have any obligation to take a position in the matter but will have to comply with any orders issued by the court.

In the absence of the informed written consent of each client, the California Rules of Professional Conduct prohibit an attorney from representing a client in one matter and at the same time representing a second client in a separate matter if the second client's interests in the separate matter are adverse to those of the first client (Rule 3-310(C)(3)).

In this instance, the representation Goldfarb provides to the County is unrelated to the representation it provides to the City and the Successor Agency.

Attached is a letter from Goldfarb that describes the conflict waiver request in more detail.

CONSEQUENCE OF NEGATIVE ACTION:

If the conflict waiver is not granted, Goldfarb will continue to represent the County in connection with unrelated affordable housing projects and will continue to act as the City Attorney for the City of Hercules and as legal counsel to the Successor Agency, but will be unable to advise the City or the Successor Agency with respect to the proposed writ of mandate against the California Department of Finance.

ATTACHMENTS

Attachment A

**goldfarb
lipman
attorneys**

1300 Clay Street, Eleventh Floor
Oakland, California 94612
510 836-6336

M David Kroot

Lynn Hutchins

Karen M. Tiedemann

Thomas H. Webber

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James T. Diamond, Jr.

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Los Angeles

213 627-6336

San Diego

619 239-6336

Goldfarb & Lipman LLP

December 10, 2018

via email only

Mr. Patrick Tang
City Attorney
City of Hercules
111 Civic Drive
Hercules, CA 94547

Sharon L. Anderson
County Counsel
Office of the County Counsel
651 Pine Street, 9th Floor
Martinez, CA 94553

Re: Request for Conflict of Interest Waiver regarding Goldfarb & Lipman's
Proposed Action on Behalf of the City of Hercules and the Hercules Successor
Agency

Dear Mr. Tang and Ms. Anderson:

We write this letter to disclose our representation of Contra Costa County (the "County"), the City of Hercules (the "City") and the Hercules Successor Agency, which is the successor to the Hercules Redevelopment Agency (the "Successor Agency"), and to request the consents of the County, the City, and the Successor Agency for Goldfarb & Lipman to represent the City and the Successor Agency in connection with a dispute tangentially involving the County, but primarily involving the City, the Successor Agency, and the California Department of Finance ("DOF").

Specifically, Goldfarb & Lipman will represent the City and the Successor Agency in their lawsuit against DOF arising out of a dispute about whether a city-former redevelopment agency agreement is an enforceable obligation within the meaning of the Redevelopment Dissolution Law, Health & Safety Code section 34161 et seq., and whether DOF should have approved an installment payment plan submitted to DOF by the Successor Agency (the "Lawsuit"). The Lawsuit will name the Contra Costa County Auditor-Controller as a nominal respondent because the Lawsuit seeks orders governing the distribution of property tax revenue allowed under the Redevelopment Dissolution Law, and the Contra Costa County Auditor-Controller is the party charged with the actual distribution of property tax revenue funds to the various taxing entities. Goldfarb & Lipman does not propose to advise or represent the Contra Costa County Auditor-Controller, the County, or any agency sharing a board or general counsel with the County in the Lawsuit. Rather, if the County or any County-related agency elects to actively participate in this litigation, we understand that it will seek representation through counsel other than Goldfarb & Lipman for that

purpose as we would not be able to represent the County in the litigation, and may be required to obtain the County's further consent to representation of the City and the Successor Agency in the Lawsuit or to withdraw from the representation if the County were to actively participate in the Lawsuit.

The specific purposes of this letter is to (1) inform you of a conflict of interest of Goldfarb & Lipman due to the existing and continued relationships that Goldfarb & Lipman has separately with each of you, and the proposed representation of the City and the Successor Agency in the Lawsuit; and (2) request your informed written consent to our representation of the City and the Successor Agency in the Lawsuit, as well as our continued representation of the City and the Successor Agency and the County in connection with other unrelated matters, where the County, the City and the Successor Agency are not simultaneously involved (the "Unrelated Matters"), as described in more detail in Section I below. Despite these existing relations, we believe that we will be able to provide competent and diligent representation to the City and the Successor Agency in the Lawsuit, and to continue to provide competent and diligent representation to the City, the Successor Agency and the County in the Unrelated Matters.

I. Existing Relationships

Goldfarb & Lipman has never advised or represented the Contra Costa County Auditor-Controller. However, the County is an existing client of Goldfarb & Lipman. Goldfarb & Lipman has and continues to represent the County on an ongoing basis in connection with providing loans to nonprofit housing developers, and matters relating to the dissolution of the former County Redevelopment Agency and certain other economic development and land transactions, including:

- Pleasant Hill BART matters
- Negotiation of a Disposition and Development Agreement between the County and Community Housing Development Corporation of North Richmond regarding the development of certain real property located at the east side of Fred Jackson Way, between Grove Street and Chesley Avenue, in North Richmond
- Negotiation of a Disposition and Development Agreement between the County and Pacific West Communities, Inc. regarding the development of real property located near West Leland Road and Bailey Road in Bay Point
- Negotiation and preparation of documents for provision of County HOME funds to an affiliate of Resources for Community Development for the rehabilitation of certain improved real property, one property located at 20th Street in the City of Antioch, and one property located at Cavallo Road in the City of Antioch
- Sale of a remnant parcel (1540 6th Street) to neighboring property owner by the County in its capacity as housing successor.
-

The City and Successor Agency are also existing clients. Our representation of the Successor Agency and City relate to matters regarding the dissolution of the former Redevelopment Agency of the City of Hercules, such as the various procedures and processes involved with the dissolution, advising on the completion of the Recognized Obligation Payments Schedule, and the Lawsuit.

II. Conflict of Interest.

While we are unaware of any current conflict of interest created by our existing relations described in Section I above, as attorneys, we are governed by specific rules relating to our representation of clients when conflicts of interest exist. We must disclose certain information, and obtain the informed written consents of each of you to represent each of you in connection with the Lawsuit as described in this letter, in accordance with Rules 1.1, 1.4, 1.6, 1.7, 1.8.2, 1.9 and 1.10 of the Rules of Professional Conduct of the State Bar of California (the "CRPC"), which are attached to this letter as Exhibit A.

Our representation of the City and the Successor Agency in the Lawsuit creates a conflict of interest for Goldfarb & Lipman due to the fact that the County is named as a nominal respondent in the Lawsuit. We are requesting a waiver of the conflict of interest as we understand the County will not actively participate in the Lawsuit, similar to other redevelopment dissolution cases in the County.

At this time, we believe that we can competently represent the City and Successor Agency in the Lawsuit and still maintain our independent judgement and duty of loyalty to each of you in the Unrelated Matters. In addition, we do not believe that we have obtained any confidential information from the County which is material to our proposed representation of the City and the Successor Agency in the Lawsuit or in Unrelated Matters, or from the City or the Successor Agency which is material to our representation of the County or in Unrelated Matters.

If (i) the interest of the County becomes adverse to the interest of the City and the Successor Agency in the Lawsuit that would affect our independent judgment and our duty of loyalty to each of you in the Unrelated Matters; (ii) the issue of dispute in this Lawsuit is substantially related to the same issue in which we have represented any of you in other matters; or (iii) we have obtained any confidential information from the County that is material to our representation of the City and the Successor Agency, or any confidential information from the City and the Successor Agency that is material to our representation of the County, under the CRPC, we would need to determine if we could continue the proposed representation. In reaching our decision, we would first need to determine if we could competently continue such representation, notwithstanding the adversity, and after such determination, we may further need to obtain the informed written consent of each of you or withdraw from representation of the City and the Successor Agency in the Lawsuit.

Patrick Tang
Sharon L. Anderson
December 10, 2018
Page 4

III. Informed Written Consent

You should thoroughly review and consider the matters discussed in this letter, and consider seeking independent counsel before providing your consent. If, after such review, each of you consents to Goldfarb & Lipman representing the City and the Successor Agency in the Lawsuit, please sign and return the attached consent form (i) acknowledging that you have been advised of Goldfarb & Lipman's past and continuing relationships with each of you; (ii) acknowledging that you have been advised of the conflict of interest associated with our representation of the City and the Successor Agency in the Lawsuit; and (iii) that you nevertheless consent to our representation of the City and the Successor Agency in the Lawsuit.

If you have any questions regarding this letter or our representation of each of you please call us before signing and returning the enclosed copy of this letter.

Sincerely,

Handwritten signature of Heather J. Gould in cursive, followed by the initials "JSS".

HEATHER J. GOULD
Attorney for the County

Handwritten signature of Dolores Bastian Dalton in cursive.

DOLORS BASTIAN DALTON
Attorney for the City and the Successor Agency

cc: Mr. David Biggs, City Manager

CONSENT

Goldfarb & Lipman has explained to each of you: (i) Goldfarb & Lipman's past and continuing relationships with each of you; (ii) the conflict of interest in relation to Goldfarb & Lipman's proposed representation of the City and the Successor Agency in the Lawsuit and the possible consequences of this conflict as set forth in Section II of the letter. Each of the undersigned nevertheless consents to representation by Goldfarb & Lipman regarding the transaction and gives approval to such representation as described in this letter.

We understand that we have the right to seek independent counsel before signing this consent or at any future time.

Dated: _____

CITY OF HERCULES

By: _____

Name: _____

Its: _____

Dated: _____

HERCULES SUCCESSOR AGENCY

By: _____

Name: _____

Its: _____

Dated: _____

COUNTY OF CONTRA COSTA

By: _____

Name: _____

EXHIBIT A

RULES 1.1, 1.4, 1.6, 1.7, 1.8.2, 1.9 AND 1.10 OF THE CRPC

Rule 1.1 Competence

- (a) A lawyer shall not intentionally, recklessly, with gross negligence, or repeatedly fail to perform legal services with competence.
- (b) For purposes of this rule, "competence" in any legal service shall mean to apply the (i) learning and skill, and (ii) mental, emotional, and physical ability reasonably necessary for the performance of such service.
- (c) If a lawyer does not have sufficient learning and skill when the legal services are undertaken, the lawyer nonetheless may provide competent representation by (i) associating with or, where appropriate, professionally consulting another lawyer whom the lawyer reasonably believes to be competent, (ii) acquiring sufficient learning and skill before performance is required, or (iii) referring the matter to another lawyer whom the lawyer reasonably believes to be competent.
- (d) In an emergency a lawyer may give advice or assistance in a matter in which the lawyer does not have the skill ordinarily required if referral to, or association or consultation with, another lawyer would be impractical. Assistance in an emergency must be limited to that reasonably necessary in the circumstances.

Rule 1.4 Communication with Clients

- (a) A lawyer shall:
 - (1) promptly inform the client of any decision or circumstance with respect to which disclosure or the client's informed consent is required by these rules or the State Bar Act;
 - (2) reasonably consult with the client about the means by which to accomplish the client's objectives in the representation;
 - (3) keep the client reasonably informed about significant developments relating to the representation, including promptly complying with reasonable requests for information and copies of significant documents when necessary to keep the client so informed; and
 - (4) advise the client about any relevant limitation on the lawyer's conduct when the lawyer knows that the client expects assistance not permitted by the Rules of Professional Conduct or other law.
- (b) A lawyer shall explain a matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation.
- (c) A lawyer may delay transmission of information to a client if the lawyer reasonably believes that the client would be likely to react in a way that may cause imminent harm to the client or others.
- (d) A lawyer's obligation under this rule to provide information and documents is subject to any applicable protective order, non-disclosure agreement, or limitation under statutory or decisional law.

Rule 1.6 Confidential Information of a Client

- (a) A lawyer shall not reveal information protected from disclosure by Business and Professions Code section 6068, subdivision (e)(1) unless the client gives informed consent, or the disclosure is permitted by paragraph (b) of this rule.
- (b) A lawyer may, but is not required to, reveal information protected by Business and Professions Code section 6068, subdivision (e)(1) to the extent that the lawyer reasonably believes the disclosure is necessary to

(b) A lawyer may, but is not required to, reveal information protected by Business and Professions Code section 6068, subdivision (e)(1) to the extent that the lawyer reasonably believes the disclosure is necessary to prevent a criminal act that the lawyer reasonably believes is likely to result in death of, or substantial bodily harm to, an individual, as provided in paragraph (c).

(c) Before revealing information protected by Business and Professions Code section 6068, subdivision (e)(1) to prevent a criminal act as provided in paragraph (b), a lawyer shall, if reasonable under the circumstances:

(1) make a good faith effort to persuade the client: (i) not to commit or to continue the criminal act; or (ii) to pursue a course of conduct that will prevent the threatened death or substantial bodily harm; or do both (i) and (ii); and

(2) inform the client, at an appropriate time, of the lawyer's ability or decision to reveal information protected by Business and Professions Code section 6068, subdivision (e)(1) as provided in paragraph (b).

(d) In revealing information protected by Business and Professions Code section 6068, subdivision (e)(1) as provided in paragraph (b), the lawyer's disclosure must be no more than is necessary to prevent the criminal act, given the information known to the lawyer at the time of the disclosure.

(e) A lawyer who does not reveal information permitted by paragraph (b) does not violate this rule.

Rule 1.7 Conflict of Interest: Current Clients

(a) A lawyer shall not, without informed written consent from each client and compliance with paragraph (d), represent a client if the representation is directly adverse to another client in the same or a separate matter.

(b) A lawyer shall not, without informed written consent from each affected client and compliance with paragraph (d), represent a client if there is a significant risk the lawyer's representation of the client will be materially limited by the lawyer's responsibilities to or relationships with another client, a former client or a third person, or by the lawyer's own interests.

(c) Even when a significant risk requiring a lawyer to comply with paragraph (b) is not present, a lawyer shall not represent a client without written disclosure of the relationship to the client and compliance with paragraph (d) where:

(1) the lawyer has, or knows that another lawyer in the lawyer's firm has, a legal, business, financial, professional, or personal relationship with or responsibility to a party or witness in the same matter; or

(2) the lawyer knows or reasonably should know that another party's lawyer is a spouse, parent, child, or sibling of the lawyer, lives with the lawyer, is a client of the lawyer or another lawyer in the lawyer's firm, or has an intimate personal relationship with the lawyer.

(d) Representation is permitted under this rule only if the lawyer complies with paragraphs (a), (b), and (c), and:

(1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client;

(2) the representation is not prohibited by law; and

(3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal.

(e) For purposes of this rule, "matter" includes any judicial or other proceeding, application, request for a ruling or other determination, contract, transaction, claim, controversy, investigation, charge, accusation, arrest, or

other deliberation, decision, or action that is focused on the interests of specific persons, or a discrete and identifiable class of persons.

Rule 1.8.2 Use of Current Client's Information

A lawyer shall not use a client's information protected by Business and Professions Code section 6068, subdivision (e)(1) to the disadvantage of the client unless the client gives informed consent, except as permitted by these rules or the State Bar Act.

Rule 1.9 Duties to Former Clients

(a) A lawyer who has formerly represented a client in a matter shall not thereafter represent another person in the same or a substantially related matter in which that person's interests are materially adverse to the interests of the former client unless the former client gives informed written consent.

(b) A lawyer shall not knowingly represent a person in the same or a substantially related matter in which a firm with which the lawyer formerly was associated had previously represented a client

(1) whose interests are materially adverse to that person; and

(2) about whom the lawyer had acquired information protected by Business and Professions Code section 6068, subdivision (e) and rules 1.6 and 1.9(c) that is material to the matter;

unless the former client gives informed written consent.

(c) A lawyer who has formerly represented a client in a matter or whose present or former firm has formerly represented a client in a matter shall not thereafter:

(1) use information protected by Business and Professions Code section 6068, subdivision (e) and rule 1.6 acquired by virtue of the representation of the former client to the disadvantage of the former client except as these rules or the State Bar Act would permit with respect to a current client, or when the information has become generally known; or

(2) reveal information protected by Business and Professions Code section 6068, subdivision (e) and rule 1.6 acquired by virtue of the representation of the former client except as these rules or the State Bar Act permit with respect to a current client.

Rule 1.10 Imputation of Conflicts of Interest: General Rule

(a) While lawyers are associated in a firm, none of them shall knowingly represent a client when any one of them practicing alone would be prohibited from doing so by rules 1.7 or 1.9, unless

(1) the prohibition is based on a personal interest of the prohibited lawyer and does not present a significant risk of materially limiting the representation of the client by the remaining lawyers in the firm; or

(2) the prohibition is based upon rule 1.9(a) or (b) and arises out of the prohibited lawyer's association with a prior firm, and

(i) the prohibited lawyer did not substantially participate in the same or a substantially related matter;

(ii) the prohibited lawyer is timely screened from any participation in the matter and is apportioned no part of the fee therefrom; and

(iii) written notice is promptly given to any affected former client to enable the former client to ascertain compliance with the provisions of this rule, which shall include a description of the screening

procedures employed; and an agreement by the firm to respond promptly to any written inquiries or objections by the former client about the screening procedures.

(b) When a lawyer has terminated an association with a firm, the firm is not prohibited from thereafter representing a person with interests materially adverse to those of a client represented by the formerly associated lawyer and not currently represented by the firm, unless:

(1) the matter is the same or substantially related to that in which the formerly associated lawyer represented the client; and

(2) any lawyer remaining in the firm has information protected by Business and Professions Code section 6068, subdivision (e) and rules 1.6 and 1.9(c) that is material to the matter.

(c) A prohibition under this rule may be waived by each affected client under the conditions stated in rule 1.7.

(d) The imputation of a conflict of interest to lawyers associated in a firm with former or current government lawyers is governed by rule 1.11.