

CALENDAR FOR THE BOARD OF DIRECTORS
CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT
BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229

JOHN GIOIA, *CHAIR*
CANDACE ANDERSEN, *VICE CHAIR*
DIANE BURGIS
KAREN MITCHOFF
FEDERAL D. GLOVER

DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900
LEWIS T. BROSHARD III, FIRE CHIEF

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

The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.
Your patience is appreciated.

A closed session may be called at the discretion of the Board Chair.

Staff reports related to open session items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

SPECIAL MEETING
ANNOTATED AGENDA & MINUTES
July 9, 2019

*****Please note time change*****

Present: Director Candace Andersen; Director Diane Burgis; Director Karen Mitchoff; Director Federal D. Glover

Absent: Director John Gioia

Staff Present: David Twa, County Administrator
Lewis T. Broschard III, Fire Chief

11:00 A.M. Convene and call to order.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.2 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Director or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed for discussion.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

There were no requests to speak at public comment.

D.3 CONSIDER accepting a report from the Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects. (Lewis T. Broschard III, Fire Chief)

AYE: Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

Other: Director John Gioia (ABSENT)

D.4 CONSIDER accepting a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives. (Lewis T. Broschard III, Fire Chief)

Adjourned today's meeting at 12:35 p.m.

AYE: Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

Other: Director John Gioia (ABSENT)

CONSENT ITEMS

C.1 ADOPT Resolution No. 2019/1 establishing the "CCCFPD Capital Construction Fund" and AUTHORIZE the Auditor-Controller to transfer \$10 million from the CCCFPD General Operating Fund to the new CCCFPD Capital Construction Fund. (Budgeted; 100% CCCFPD General Fund Reserves)

AYE: Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

Other: Director John Gioia (ABSENT)

C.2 ACCEPT reports on the receipt and disbursement of development impact fees, collected on behalf of the Contra Costa County Fire Protection District to address capital needs necessitated by growth, for the term FY 2013-14 through FY 2017-18. (No fiscal impact)

AYE: Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover

Other: Director John Gioia (ABSENT)

GENERAL INFORMATION

The Board meets in its capacity as the Board of Directors of the Contra Costa County Fire Protection District pursuant to Ordinance Code Section 24-2.402. Persons who wish to address the Board of Directors 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 Directors 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 of Directors 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 Commission 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 Directors can be submitted to the office of the Clerk of the Board via mail: Contra Costa County Fire Protection District Board of Directors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The District 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. Applications for personal subscriptions to the Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 335-1900. The Board of Directors' agenda and meeting materials are available for inspection at least 96 hours prior to each meeting at the Office of the Clerk of the Board, 651 Pine Street, Room 106, Martinez, California.

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www.co.contra-costa.ca.us

ADVISORY COMMISSION

The Contra Costa County Fire Protection District Advisory Fire Commission is scheduled to meet next on Monday, August 12, 2019 at 7:00 p.m. at the District Training Center, 2945 Treat Blvd., Concord, CA 94518.

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

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

The Contra Costa County Fire Protection District 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
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
BGO Better Government Ordinance
BOC Board of Commissioners
CALTRANS California Department of Transportation
CAER Community Awareness Emergency Response
CAL-EMA California Emergency Management Agency
CAO County Administrative Officer or Office
CCE Community Choice Energy
CBC California Building Code
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
CFC California Fire Code
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

CPF – California Professional Firefighters
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
EBMUD East Bay Municipal Utility District
ECCFPD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
et al. et alii (and others)
FAA Federal Aviation Administration
FEMA Federal Emergency Management Agency
FTE Full Time Equivalent
FY Fiscal Year
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IAFF International Association of Firefighters
ICC International Code Council
IFC International Fire Code
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
Local 1230 Contra Costa County Professional Firefighters Local 1230
MAC Municipal Advisory Council
MBE Minority Business Enterprise
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
NFPA National Fire Protection Association
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration

PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
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
UCOA United Chief Officers Association
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: July 9, 2019

Subject: Update on Fire Station Construction Projects - July 9, 2019

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing a status summary for Contra Costa County Fire Protection District fire station construction projects.

FISCAL IMPACT:

Status report only. No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Fire Chief is providing a report on the status and progress of District fire station construction projects.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/09/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

ABSENT: John Gioia, Director

Contact: Lewis T. Broschard III, Fire Chief (925) 941-3300

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

ATTESTED: July 9, 2019

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

By: June McHuen, Deputy

cc:

ATTACHMENTS

July Construction
Update



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

July 9, 2019

TO: Board of Directors
FROM: Lewis T. Broschard III, Fire Chief
RE: Update on Fire Station Construction Projects

Fire Station 16 – Lafayette

The project passed the required PG&E inspection, and we are now waiting for PG&E to supply power to the building. PG&E has informed us that they will have the new transformer installed and power to the building by Wednesday, July 3, 2019.

We are optimistic that this will occur, and the contractor will be able to deliver a completed building by August 1, 2019. Move in is tentatively planned for the first two weeks of August, and we intend to occupy the building shortly thereafter.

In the coming weeks, as our confidence level increases, we will set a date for a ribbon cutting ceremony and share that information with the Board and the public.

Fire Station 70 – San Pablo

The very first item to be completed on the project was the relocation of a sewer line that transects the lot. During this relocation, we encountered numerous unforeseen utility issues underground. As the team worked with multiple entities to engineer solutions to these challenges, the impact on our schedule has been a loss of thirty days. The issues have been 95% resolved, and we expect to implement the solutions in early July and move forward with site excavation.

Fire Station 9 – Pacheco

No update.

Fire Station 86 – Bay Point

No update.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard, III, Chief, Contra Costa Fire Protection District
Date: July 9, 2019

Subject: Fire Chief's Report - July 9, 2019

RECOMMENDATION(S):

ACCEPT a report from the Fire Chief providing a status summary for ongoing Fire District activities and initiatives.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

At the request of the Contra Costa County Fire Board of Directors, the Fire Chief is providing a report on the status and progress of the various District initiatives.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 07/09/2019 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

ABSENT: John Gioia, Director

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ATTESTED: July 9, 2019

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Lewis T. Broschard III, Fire Chief (925) 941-3300

cc:

CLERK'S ADDENDUM

Adjourned today's meeting at 12:35 p.m.

ATTACHMENTS

Fire Chief's July Report



CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

July 9, 2019

TO: Board of Directors

FROM: Lewis T. Broschard III, Fire Chief

RE: Fire Chief's Report

- Fire Academy 53 Graduation. Our fire academy graduated on Friday, June 28, with 16 new firefighters. Welcome to all our new personnel!
- Fire Academy 54 Recruitment. We have completed the initial phases of recruitment for the next fire academy scheduled to begin in early October. This academy is planned for 30 recruits in order to help us prepare for March 2020 retirements and other vacancies.
- Fire Season. Weed abatement has commenced throughout the District. In addition, our fire trail maintenance program has concluded, and the bulldozer will be staffed from 8:00 a.m. to 8:00 p.m. every day from July 1 through October 31 from Fire Station 84 in Pittsburg. The bulldozer will be staffed on a 24-hour basis as fire weather and conditions dictate. Our new bulldozer is still being outfitted and is expected to be in service in September.
- New Fire Engines in Service. Two new Type I structural firefighting engines will be placed in service in early July at Fire Station 70 (San Pablo) and Fire Station 1 (Walnut Creek) as part of our fleet replacement program.



- North Orinda Shaded Fuel Brake (NOSFB) project. Work continues with the Moraga-Orinda Fire Protection District, Cal Fire, and other cooperators on logistics and planning. Contact was made to all affected homeowners in our District. A start date for work to commence has not been set as of the date of this report.
- REACH Public Safety Helicopter Program. We continue to work on the implementation of the program with REACH. The tentative start date for the new program has been moved to September.
- Wildfire Evacuation and Preparedness Meetings. Several of our chief officers have been attending and conducting public meetings in cooperation with our city and law enforcement partners to discuss wildfire preparations and evacuation guidelines for residents. Additional meetings are scheduled and being requested by various cities and community groups.



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
 From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
 Date: July 9, 2019

Subject: Establish Capital Construction Fund for Fire District Construction Projects

RECOMMENDATION(S):

1. ADOPT Resolution No. 2019/1 establishing the "CCCFPD Capital Construction Fund" within the County Treasury.
2. AUTHORIZE the County Auditor-Controller to transfer \$10 million from the CCCFPD General Operating Fund (Fund No. 202000) to the new CCCFPD Capital Construction Fund.

FISCAL IMPACT:

100% CCCFPD General Operating Fund Reserves. This is a planned transfer. It will partially fund the construction of a new Fire Station 70 in the City of San Pablo. The District will continue to meet its Board-approved policy to maintain General Fund reserves in an amount not less than 10% of budgeted expenditures.

BACKGROUND:

The Contra Costa County Fire Protection District is in the final phase of new construction on Fire Station 16 in the City of Lafayette. The current target date for completion is August 1, 2019. Development impact fees have been exhausted in the Capital Outlay Fund, and

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/09/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, Director
 Diane Burgis, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

ABSENT: John Gioia, Director

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

ATTESTED: July 9, 2019

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

Contact: Jackie Lorrekovich, Chief, Administrative Services (925) 941-3300 x1300

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

the District is using General Fund reserves to complete the project.

The District has also broken ground on a new Fire Station 70 in the City of San Pablo. The approximate cost of that project is \$13.5 million. The City of San Pablo will reimburse the District for \$4.5 million in project costs. The remaining construction costs will come from District reserves. The District has a 10% General Fund Reserve Policy. Currently, reserves far exceed the required 10%. In previous discussions with CAO staff, there was consensus to fund the construction costs for Fire Station 70 from reserves.

Initial planning and design is underway for a new Fire Station 86 in Bay Point and a new Fire Station 9 at the Buchanan Field Airport in Concord. These construction projects will likely require external funding.

As part of the FY 2019-20 preliminary budget adoption process, the District requested the establishment of a capital construction fund for current and future major construction projects, to include Fire Stations 70, 86, and 9. The District requested to transfer \$10 million in General Fund reserves to the new capital construction fund to complete Fire Station 70 and begin planning and design work on Fire Station 86 and Fire Station 9.

AGENDA ATTACHMENTS

Resolution 2019/1

MINUTES ATTACHMENTS

signed Resolution 2019/01

THE BOARD OF DIRECTORS OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Adopted this Resolution on 07/09/2019 by the following vote:

		Candace Andersen
AYE:	<input checked="" type="checkbox"/>	Diane Burgis
	<input checked="" type="checkbox"/>	Karen Mitchoff
	<input checked="" type="checkbox"/>	Federal D. Glover
NO:	<input type="checkbox"/>	
ABSENT:	<input checked="" type="checkbox"/>	John Gioia
ABSTAIN:	<input type="checkbox"/>	
RECUSE:	<input type="checkbox"/>	



Resolution No. 2019/1

In the Matter of Establishing the CCCFPD Capital Construction Fund within the County Treasury

WHEREAS, as part of the Fiscal Year 2019-20 preliminary budget development process, the Contra Costa County Fire Protection District requested the establishment of a capital construction fund for current and future major construction projects, to include Fire Stations 70, 86, and 9; and

WHEREAS, the District requested to transfer \$10 million in General Fund reserves to the new CCCFPD Capital Construction Fund to complete Fire Station 70 and begin planning and design work on Fire Station 86 and Fire Station 9; and

WHEREAS, the District has a 10% General Fund Reserve Policy, and currently reserves far exceed the required 10%; and

WHEREAS, the Contra Costa County Board of Supervisors, acting as the governing body of the Contra Costa County Fire Protection District, adopted the FY 2019-20 Special District Budgets on May 7, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Contra Costa County Fire Protection District authorizes the Auditor-Controller to establish the CCCFPD Capital Construction Fund within the County Treasury.

**Contact: Jackie Lorrekovich, Chief, Administrative Services
(925) 941-3300 x1300**

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

ATTESTED: July 9, 2019

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

By: June McHuen, Deputy

cc:

THE BOARD OF DIRECTORS OF THE CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

Adopted this Resolution on 07/09/2019 by the following vote:

		Candace Andersen
AYE:	<input type="checkbox"/> 4	Diane Burgis
		Karen Mitchoff
		Federal D. Glover
NO:	<input checked="" type="checkbox"/>	
ABSENT:	<input type="checkbox"/> 1	John Gioia
ABSTAIN:	<input checked="" type="checkbox"/>	
RECUSE:	<input checked="" type="checkbox"/>	



Resolution No. 2019/1

In the Matter of Establishing the CCCFPD Capital Construction Fund within the County Treasury

WHEREAS, as part of the Fiscal Year 2019-20 preliminary budget development process, the Contra Costa County Fire Protection District requested the establishment of a capital construction fund for current and future major construction projects, to include Fire Stations 70, 86, and 9; and

WHEREAS, the District requested to transfer \$10 million in General Fund reserves to the new CCCFPD Capital Construction Fund to complete Fire Station 70 and begin planning and design work on Fire Station 86 and Fire Station 9; and

WHEREAS, the District has a 10% General Fund Reserve Policy, and currently reserves far exceed the required 10%; and

WHEREAS, the Contra Costa County Board of Supervisors, acting as the governing body of the Contra Costa County Fire Protection District, adopted the FY 2019-20 Special District Budgets on May 7, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Contra Costa County Fire Protection District authorizes the Auditor-Controller to establish the CCCFPD Capital Construction Fund within the County Treasury.

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

ATTESTED: July 9, 2019

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

By: June McFluen, Deputy

Contact: Jackie Lorrekovich, Chief, Administrative Services
(925) 941-3300 x1300

cc:



Contra
Costa
County

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: July 9, 2019

Subject: Development Impact Fee Reports

RECOMMENDATION(S):

ACCEPT reports on the receipt and disbursement of development impact fees, collected on behalf of the Contra Costa County Fire Protection District to address capital needs necessitated by growth, for the term FY 2013-14 through FY 2017-18.

FISCAL IMPACT:

Report only. No General Fund impact.

BACKGROUND:

The Contra Costa County Fire Protection District (District) receives development impact fees (DIFs), collected during the building permit process, in the cities of Antioch and Pittsburg and in the unincorporated areas of Contra Costa County. DIFs are intended to mitigate the impact of new construction service demands on District capital needs. The funds are primarily used for major capital outlay projects, such as specialized heavy fire apparatus and facility construction.

The attached reports account for the fees collected under the terms of the ordinances for a five year period (FY 2013-14 through FY 2017-18). New reports will be issued for fees collected during FY 2018-19 and subsequent fiscal years on an annual basis thereafter.

The attached reports include the following information:

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/09/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen,
Director
Diane Burgis, Director
Karen Mitchoff, Director
Federal D. Glover, Director

ABSENT: John Gioia, Director

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

ATTESTED: July 9, 2019

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

Contact: Lewis T. Broschard III, Fire Chief
(925) 941-3300 x1100

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

A brief description of the type of fee in each account or fund;

- The amount of the fee;
- The beginning and ending balance of the account or fund;
- The amount of the fees collected and the interest earned;
- An identification of each public improvement on which fees were expended and the amount of each expenditure;
- An identification of the approximate date by which the construction of the public improvement will commence;
- A description of any inter-fund transfer or loan and the public improvement on which the transferred funds will be expended; and
- The amount of refunds made and any allocations of unexpended fees that are not refunded. (Gov. Code § 6606(b)(1).)

ATTACHMENTS

DIF Report New Development Fee Fund

DIF Report Capital Outlay Fund

DIF Report Antioch Fund

Contra Costa County Fire Protection District

New Development Fee Fund (203600)

Fire Protection Facilities Fees

FY 2013/14 – 2017/18

Description of Fees

This fee is collected during the building permit process for the unincorporated areas of Contra Costa County. In accordance with Ordinance Code section 818-2.606, fire protection facility fees will be placed in the account entitled "Contra Costa County Fire Protection District New Development Fee Fund" (Fund No. 203600) and will be used for capital projects and expenditures consistent with the Contra Costa County Fire Protection District's strategic plan and Section 7.10 of the 2005-2020 Contra Costa County General Plan. [Contra Costa County Ordinance No. 2006-13.]

Amount of Fee

Dwelling Type	Fee per Unit
Per single family dwelling unit	\$591
Per multi-family dwelling unit	\$285
Per 1,000 sq ft of office space	\$376
Per 1,000 sq ft of commercial space	\$329
Per 1,000 sq ft of industrial space	\$219

Account Summary Fiscal Year 2017/2018

Beginning Balance	Fees Collected	Interest	Admin Fee	Expended-Projects	Ending/Available Balance
\$210,662.07	\$259,804.00	\$0.00	\$2,660.00	\$0.00	\$467,806.07

Projects Fiscal Year 2017/2018

None

Account Summary Fiscal Year 2016/2017

Beginning Balance	Fees Collected	Interest	Admin Fee	Expended-Projects	Ending/Available Balance
\$183,661.55	\$75,839.08	\$0.00	\$2,660.00	\$46,178.56	\$210,662.07

Projects Fiscal Year 2016/2017

Command Officer Vehicles (Complete)

FY 16/17 Expenditures: \$46,179 (100%)

Account Summary Fiscal Year 2015/2016

Beginning Balance	Fees Collected	Interest	Admin Fee	Expended-Projects	Ending/Available Balance
\$212,384.56	\$53,311.72	\$242.86	\$1,440.00	\$80,837.59	\$183,661.55

Projects Fiscal Year 2015/2016

Thermal Imager Cameras (Complete)

FY 15/16 Expenditures: \$64,078 (100%)

Truck Tops for Ford F-250 (Complete)

FY 15/16 Expenditures: \$8,197 (100%)

Supply and Training Campus Cart (Complete)

FY 15/16 Expenditures: \$8,540 (100%)

Account Summary Fiscal Year 2014/2015

Beginning Balance	Fees Collected	Interest	Admin Fee	Expended-Projects	Ending/Available Balance
\$756,527.17	\$99,919.55	\$259.85	\$2,740.00	\$641,582.01	\$212,384.56

Projects Fiscal Year 2014/2015

Squad Apparatus for Stations 1 and 6 (Complete)

FY 14/15 Expenditures: \$344,786 (100%)

Command Officer Vehicles (Complete)

FY 14/15 Expenditures: \$296,972 (100%)

Account Summary Fiscal Year 2013/2014

Beginning Balance	Fees Collected	Interest	Admin Fee	Expended-Projects	Ending/Available Balance
\$831,442.13	\$76,657.57	\$301.86	\$2,120.00	\$149,754.39	\$756,527.17

Projects Fiscal Year 2013/2014

Command Officer Vehicles (Complete)

FY 13/14 Expenditures: \$59,635 (100%)

2014 Ford Explorer (Complete)

FY 13/14 Expenditures: \$29,137 (100%)

2013 Ford F-150 (Complete)

Two vehicles.

FY 13/14 Expenditures: \$60,978 (100%)

Contra Costa County Fire Protection District

Capital Outlay Fund (203100)

Community Facility Fees – Fire Protection Facilities

FY 2013/14 – 2017/18

Description of Fees

The purpose of this fee is to provide a method for financing fire protection facilities required by the goals and policies of the City’s general plan and necessitated by the needs of new construction and development for adequate fire protection facilities and services. The City Council finds that failure to provide these facilities and services would place residents in a condition perilous to their health and safety. [City of Pittsburg Ordinance 923 § 1, 1987.]

Amount of Fee

Dwelling Type	Fee per Unit
Per single family dwelling unit	\$591
Per multi-family dwelling unit	\$285
Per 1,000 sq ft of office space	\$376
Per 1,000 sq ft of commercial space	\$329
Per 1,000 sq ft of industrial space	\$219

Account Summary Fiscal Year 2017/2018

Beginning Balance	Fees Collected	Interest Earned	Sale of Property	Loan repayment	Expended-Projects	Ending/Available Balance
\$2,701,826.95	\$29,772.45	\$946.65	\$25,000.00	\$691,685.77	\$1,563,045.08	\$1,194,500.97

Projects Fiscal Year 2017/2018

Fire Station 9 – 209 Center Street, Pacheco, CA 94553

Fire Station 9 was constructed in the 1950s. The facility is no longer adequate for the needs of the District. The space is small and the age of the building routinely presents challenges. For example, modern fire apparatus does not fit in the apparatus bay. The facility has no room for expansion.

In 2019 the District initiated planning and design process for relocating this station to 120 Center Avenue in Pacheco. CEQA and planning review was initiated and is still in process as of June 2019. It is anticipated the construction drawings will be submitted for a building permit by the end of 2019 and the project will go out to bid in early 2020.

Expenses in 2017/2018 include planning activities.

FY 17/18 Expenditures: \$8,565 (100%)

Fire Station 16 – 4007 Los Arabis Drive, Lafayette, CA 94549

Fire Station 16 was demolished in 2017 and construction of new Fire Station 16 was initiated in April 2018. The fire station is 90 percent complete as of June 2019 and the District anticipates occupying the station in August 2019.

FY 17/18 Expenses include demolition, architectural services, and County Capital Project Management expenses.

FY 17/18 Expenditures: \$1,070,523 (100%)

Fire Station 70 –1800 23rd Street, San Pablo, CA 94806

Fire Station 70 was approved by the City of San Pablo and put out for bid in 2018. The general contractor initiated construction in June 2019. The construction timeline is estimated at 14 months. New Fire Station 70 will house two crews (six or seven firefighters) and will be large enough to accommodate multiple apparatus inside the building.

FY17/18 expenses include architectural services, County Capital Project Management, and environmental activities related to California Environmental Quality Act.

FY 17/18 Expenditures: \$472,543 (100%)

Fire Station 70 – 13928 San Pablo Avenue, San Pablo, CA 94806 (Completed)

Squad 70 modular quarters. The City of San Pablo passed Measure K to fund the addition of a two-firefighter squad to augment Engine Company 70 in response to city-wide medical emergencies. Work included cost estimating for architect and engineer, modular quarters, infrastructure, fixtures and appurtenances, construction, relocation of existing facilities, permits and fees, contingencies, etc.

FY 17/18 Expenditures: \$139 (100%)

Fire Station 86 – 3000 Willow Pass Road, Bay Point, CA 94565

Fire Station 86 was constructed in the 1950s. Over the years the District has added additional structures and performed several remodels in order to meet operational needs. The current facility is no longer adequate for operations. The District is presently engaged in the planning and design process to relocate Fire Station 86 to 10 Goble Drive in Bay Point.

Initial site layout was completed in 2019. CEQA and planning review are in process as of June 2019. It is anticipated the construction drawings will be submitted for a building permit by the end of 2019 and the project will go out to bid in early 2020.

FY17/18 expenses include County Capital Project Management and environmental activities related to California Environmental Quality Act.

FY 17/18 Expenditures: \$11,119 (100%)

Sale of Surplus Property (Completed)

Environmental impact fee for sale of surplus property.

FY 17/18 Expenditures: \$150 (100%)

Account Summary Fiscal Year 2016/2017

Beginning Balance	Fees Collected	Interest Earned	Expended-Projects	Ending/Available Balance
\$2,967,469.13	\$103,530.85	\$744.06	\$369,917.09	\$2,701,826.95

Projects Fiscal Year 2016/2017

Fire Station 16 – 4007 Los Arabis Drive, Lafayette, CA 94549

Fire Station 16 was demolished in 2017 and construction of new Station 16 was initiated in April 2018. The Fire Station is 90 percent complete as of June 2019 and the District anticipates occupying the station in August 2019. FY 16/17 expenses include County Capital Project Management and activities required by CEQA.

FY 16/17 Expenditures: \$238,231 (100%)

Fire Station 70 – 1800 23rd Street, San Pablo, CA 94806

Fire Station 70 was approved by the City of San Pablo and put out for bid in 2018. The general contractor initiated construction in June 2019. The construction timeline is estimated at 14 months. New Fire Station 70 will house 2 crews (6 or 7 firefighters) and be large enough to accommodate multiple apparatus inside the building. FY 16/17 expenses include County Capital Project Management and activities required by CEQA.

FY 16/17 Expenditures: \$124,304 (100%)

Fire Station 70 – 13928 San Pablo Avenue, San Pablo, CA 94806

Squad 70 modular quarters. City of San Pablo passed Measure K to fund the addition of a two-firefighter squad to augment Engine Company 70 in response to city-wide medical emergencies. Work included cost estimating for architect and engineer, modular quarters, infrastructure, fixtures and appurtenances, construction, relocation of existing facilities, permits & fees, contingencies, etc.

FY 16/17 Expenditures: \$6,960 (100%)

Fire Station 86 – 3000 Willow Pass Road, Bay Point, CA 94565

FY 16/17 Expenditures: \$419 (100%)

Account Summary Fiscal Year 2015/2016

Beginning Balance	Fees Collected	Interest Earned	Expended-Projects	Ending/Available Balance
\$3,068,862.15	\$79,461.90	\$424.61	\$181,279.53	\$2,967,469.13

Projects Fiscal Year 2015/2016

Fire Station 9 – 209 Center Street, Pacheco, CA 94553

FY 15/16 Expenditures: \$1,305 (100%)

Fire Station 16 – 4007 Los Arabis Drive, Lafayette, CA 94549

FY 15/16 Expenditures: \$42,248 (100%)

Fire Station 70 – 1800 23rd Street, San Pablo, CA 94806

FY 15/16 Expenditures: \$267 (100%)

Fire Station 70 – 13928 San Pablo Avenue, San Pablo, CA 94806

Squad 70 modular quarters. City of San Pablo passed Measure K to fund the addition of a two-firefighter squad to augment Engine Company 70 in response to city-wide medical emergencies. Work included cost estimating for architect and engineer, modular quarters, infrastructure, fixtures and appurtenances, construction, relocation of existing facilities, permits & fees, contingencies, etc.

FY 15/16 Expenditures: \$43,590 (100%)

Fire Station 86 – 3000 Willow Pass Road, Bay Point, CA 94565

FY 15/16 Expenditures: \$1,391 (100%)

Draft Commander (Completed)

Mobile fire pump testing and training unit.

FY 15/16 Expenditures: \$92,474 (100%)

Account Summary Fiscal Year 2014/2015

Beginning Balance	Fees Collected	Interest Earned	Expended-Projects	Ending/Available Balance
\$3,120,782.12	\$60,318.50	\$259.86	\$112,498.33	\$3,068,862.15

Projects Fiscal Year 2014/2015

Fire Station 70 – 13928 San Pablo Avenue, San Pablo, CA 94806

Squad 70 modular quarters. City of San Pablo passed Measure K to fund the addition of a two-firefighter squad to augment Engine Company 70 in response to city-wide medical emergencies. Work included cost estimating for architect and engineer, modular quarters, infrastructure, fixtures and appurtenances, construction, relocation of existing facilities, permits & fees, contingencies, etc.

FY 14/15 Expenditures: \$58,244 (100%)

Tractor Drawn Aerial Apparatus (Completed)

FY 14/15 Expenditures: \$54,250 (100%)

Account Summary Fiscal Year 2013/2014

Beginning Balance	Fees Collected	Interest Earned	Expended-Projects	Ending/Available Balance
\$3,088,004.00	\$62,301.00	\$301.85	\$29,824.73	\$3,120,782.12

Projects Fiscal Year 2013/2014

Fire Station 14 – 521 Jones Street, Martinez, CA 94553 (Completed)

Apparatus Bay Door. With the closure of Fire Station 12 and the transfer of Fire Truck 12 to Fire Station 14, the roll up doors at Station 14 needed to be widened to accommodate the larger apparatus. Work performed to provide architectural, engineering, and construction services to convert three apparatus bay door openings into two bay door openings including seismic upgrades to door openings, ADA improvements, and sidewalk repairs.

FY 13/14 Expenditures: \$29,821 (100%)

City of Antioch
Fire Facility Fee
FY 2013/14 – 2017/18

Description of Fee

This fee is collected during the building permit process within the incorporated City of Antioch and is intended to mitigate the impact of new construction service demands on Contra Costa County Fire Protection District capital needs. The fee is primarily used for construction projects. The fees collected pursuant to the City of Antioch ordinance are placed in an account held by the City of Antioch. The City then reimburses the District for capital projects upon the District’s request. [City of Antioch Ordinance 658-C-S, passed 1-29-87, and Amendment Ordinance 1097-C-S, passed 7-10-07.]

Amount of Fee

Dwelling Type	Fee per Unit
Per single family dwelling unit	\$591
Per multi-family dwelling unit	\$285
Per 1,000 sq ft of office space	\$376
Per 1,000 sq ft of commercial space	\$329
Per 1,000 sq ft of industrial space	\$219

Account Summary Fiscal Year 2017/2018

Beginning Balance	Fees Collected	Admin Fee	Expended-Projects	Ending/Available Balance
\$233,015.19	\$34,661.56	\$186.80	\$0.00	\$267,489.95

Projects Fiscal Year 2017/2018

None

Account Summary Fiscal Year 2016/2017

Beginning Balance	Fees Collected	Admin Fee	Expended-Projects	Ending/Available Balance
\$181,488.08	\$52,047.59	\$520.48	\$0.00	\$233,015.19

Projects Fiscal Year 2016/2017

None

Account Summary Fiscal Year 2015/2016

Beginning Balance	Fees Collected	Admin Fee	Expended-Projects	Ending/Available Balance
\$154,084.70	\$28,253.18	\$849.80	\$0.00	\$181,488.08

Projects Fiscal Year 2015/2016

None

Account Summary Fiscal Year 2014/2015

Beginning Balance	Fees Collected	Admin Fee	Expended-Projects	Ending/Available Balance
\$60,490.62	\$93,966.47	\$372.39	\$0.00	\$154,084.70

Projects Fiscal Year 2014/2015

None

Account Summary Fiscal Year 2013/2014

Beginning Balance	Fees Collected	Admin Fee	Expended-Projects	Ending/Available Balance
\$4,937.76	\$127,807.82	\$2,678.61	\$69,576.35	\$60,490.62

Projects Fiscal Year 2013/2014

Fire Station 83 Remodel – 2717 Gentrytown Dr, Antioch, CA 94509 (Completed)

This was the final payment for reimbursement for the cost of remodeling Fire Station 83 in the City of Antioch. The remodel project provided extra space and included areas for a firefighter dormitory and laundry.

FY 13/14 Expenditures: \$69,576 (100%)