

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

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

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

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA, 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
January 21, 2020

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

Closed Session

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

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. *Jenny Lisette Flores, et al., v. William Barr, Attorney General of the United States, et al.*, United States Court of Appeals, 9th Cir., Case No. 19-56326
2. *People of the State of California v. Gus S. Kramer, Assessor*, Contra Costa County Superior Court Case No. 05-191106-4

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

Inspirational Thought- "*Nothing in the world is more dangerous than sincere ignorance and conscientious stupidity.*" ~ Dr. Martin Luther King Jr.

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

The Board authorized the filing of an amicus brief in the case of Jenny Lisette Flores, et al., v. William Barr, Attorney General of the United States.

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.83 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 proclaiming January 2020 as Positive Parenting Awareness Month in Contra Costa County.
(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

PRESENTATION recognizing Don and Joan Kurtz and the 1888 One Room Schoolhouse Program. (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

PRESENTATION recognizing 2019 Salesian varsity football team for winning the California Interscholastic Federation State Championship. (Supervisor Gioia)

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

PRESENTATION recognizing January 2020 as Eligibility Workers Month in Contra Costa County. (Kathy Gallagher, Employment and Human 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

PRESENTATION recognizing January 2020 as Human Trafficking Awareness Month in Contra Costa County.
(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

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

Item C.79 was removed for discussion and adopted with revisions.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

Elaine Schroth, Visit Concord, spoke on the third annual Comfort Food Week, January 17-26, 2020. The event takes place throughout Concord. During the event participating restaurants offer special menus items, prix fixe menus, or special offers. No tickets necessary!
<https://www.visitcalifornia.com/event/concord-comfort-food-restaurant-week> ;

Thomas Fulton, Runaway Youth program, requested assistance from the Board in coordination with local areas to provide emergency shelter for runaway youth (handout attached). The County Administrators Office will assist Mr. Fulton in contact with the Director of Employment and Human Services and the Family and Health Services Committee;

Dick Offerman, Keep Our Library Open, requested the Board keep the old library in Pleasant Hill open while the new is under construction, on behalf of the school children and senior citizens.

D.3 HEARING to consider adoption of Ordinance No. 2020-01 to establish regulations and permitting procedures for accessory dwelling units and junior accessory dwelling units. (Aruna Bhat and Stanley Muraoka, Department of Conservation and Development)

Speakers: David Gardner.

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 CONSIDER accepting a report and recommendations on language interpretation services at Board of Supervisor meetings. (Supervisor Andersen)

Speakers: Daniel Safran, CCIRA; Linda Olvera, CCC United Latino Voices; Tony; Ali Saidi, Contra Costa Defenders Association, Contra Costa Immigrant Rights Alliance; Dick Offerman, CCIRA.

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 CONSIDER reports of Board members.

There were no items reported today.

11:00 A.M.

Contra Costa County 42nd Annual Dr. Martin Luther King Jr. Commemoration and Humanitarian of the Year Awards Ceremony

1:00 P.M.

D.6 INTERVIEW six finalists for the position of County Clerk-Recorder, and CONSIDER what action the Board wishes to take in regard to appointing a County Clerk-Recorder. (David Twa, County Administrator)

Speakers: Michael Nye, President of Council of Retired Americans; Dan Romero, Hercules Councilman; Gabe Quinto, El Cerrito Councilman; Wendy Kate Collins; Rosemary Kirbach; Joshua Anijer, Contra Costa Labor Council; David Brown, resident of Walnut Creek; Jess Jollett, Lift Up Contra Costa Action; Ali Saidi, Defenders Association; Nadine Pegrucelin; Chuck Waters; Stephen Weir, former Clerk-Recorder. Written commentary was provided by (attached): Tom Blanks; Ryan Ronco, Placer County Clerk-Recorder-Registrar of Voters; Stephen L. Weir, retired Clerk-Recorder of Contra Costa; Deborah R. Cooper, applicant; Richard Seithel, resident of Antioch; Mark A. Lunn, Clerk-Recorder, County of Ventura; Candace J. Grubbs, County Clerk-Recorder, Butte County.

SELECTED Deborah Cooper as the Finalist;

ADOPTED Resolution 2020/26 authorizing and directing the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an economic disclosure statement (Form 700) from the Finalist(s) and

DIRECTED the County Administrator to report to the Board on Tuesday, February 4, 2020, on whether there are any results of the background check that would prevent the Board of Supervisors from appointing the Finalist to the position of Clerk-Recorder.

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

ADJOURN in memory of
Whitney Dotson
former East Bay Regional Park District Board member

CONSENT ITEMS

Road and Transportation

C.1 ADOPT Resolution No. 2020/18 accepting as complete the contracted work performed by Ghilotti Bros., Inc. for the Camino Tassajara Bike Lane Gap Closure Project, as recommended by the Public Works Director, San Ramon area. (33% Tri-Valley Transportation Council Funds, 25% Measure J Funds, 25% South County Area of Benefit Funds, and 17% Southern Contra Costa Subregional Fee Program)

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

Engineering Services

C.2 ADOPT Resolution No. 2020/14 releasing cash deposit after completion of the warranty period, under road improvement agreement RA16-01251 for a project developed by Shapell Industries, Inc., a Delaware Corporation, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (100% Developer 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

Special Districts & County Airports

C.3 APPROVE and AUTHORIZE the Public Works Director, or designee, to allocate up to \$60,900 from County Service Area R-7 funds for the “2020 Alamo Summer Concert Series” and “2020 Alamo Movie Under the Stars” events at Livorna Park, Alamo area. (100% County Service Area R-7 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 ACCEPT the Contra Costa County Flood Control and Water Conservation District Drainage Area Fee Program Annual Report for fiscal year 2018/19, as recommended by the Chief Engineer, Flood Control and Water Conservation District, Countywide. (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.5 APPROVE the Fox Creek Park Improvement Project and take related actions under the California Environmental Quality Act, and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Walnut Creek area. (100% Park Dedication 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 Acting as the Governing Board of the Contra Costa County Flood Control and Water Conservation District (District), APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute a grant deed conveying real property adjacent to Interstate 680 to the State of California Department of Transportation for \$5,000, as recommended by the Chief Engineer, Alamo area. (100% Flood Control Zone 3B 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 Walden Green Improvement Project and take related actions under the California Environmental Quality Act, and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Walnut Creek area. (100% Park Dedication 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. 8 Acting as the governing body of the Contra Costa County Flood Control and Water Conservation District, APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District, or designee, to execute an agreement with American Rivers, Inc., for implementation of the Three Creeks Parkway Restoration Project, Brentwood area. (33% Flood Control Drainage Area 130 Funds and 67% Federal, State, and Local Grants)

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

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 APPROVE and AUTHORIZE the County Counsel, or designee, to execute, on behalf of Contra Costa County, a contract for specialized professional services with Olson Remcho LLP, effective January 1, 2020. (100% 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. 11 DENY claims filed by Bruce Adkins, Anthony Tyrone Garrison, Geico Insurance for Sarad Gyawali, Valentina Jones, Estate of Maayan Jones & Sasha, Jordan & Benjamin Jones, Guadalupe Madrigal, Maria Navarro, Benito Figueroa Reyes, Kristin Richardson, USAA a subrogee of Andrea Baker & Elyse Monteleone, and Albert Washington. DENY amended claim for Estate of Maayan Jones, Valentina Jones, Sasha, Jordan & Benjamin Jones. DENY late claims for Nickole Bouslog, Ronnie Bouslog, and Amy Searcy.

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. 12 ACCEPT Board members meeting reports for November 2019.

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. 13 ACCEPT Board members meeting reports for December 2019.

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

Honors & Proclamations

C. 14 ADOPT Resolution No. 2020/4 recognizing Don and Joan Kurtz and the 1888 One Room Schoolhouse Program, 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. 15 ADOPT Resolution No. 2020/17 recognizing 2019 Salesian varsity football team for winning the California Interscholastic Federation State Championship, as recommended by Supervisor Gioia.

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 ADOPT Resolution No. 2020/15 recognizing January 2020 as Eligibility Workers Month in Contra Costa County, as recommended by the Employment and Human 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 ADOPT Resolution No. 2020/21 proclaiming January 2020 as Human Trafficking Awareness Month in Contra Costa County, 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 ADOPT Resolution No. 2020/23 recognizing Jennifer Perlmutter as Lafayette's 2020 Business Person of the Year, 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

Ordinances

C. 19 INTRODUCE Ordinance No. 2020-03, requiring zoning verification before a business license is issued, WAIVE reading, and FIX February 4, 2020 for adoption, 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

Hearing Dates

C. 20 RECEIVE the 2019-2020 property tax administrative cost recovery report of the Auditor-Controller, FIX February 25, 2020 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs, and DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing and to prepare and publish the required legal notice and make supporting documentation available for public inspection, as recommended by the County Administrator.

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. 21 DECLARE a vacancy on Advisory Council on Aging, Member-at-Large 4 seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human 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. 22 ACCEPT the resignation of Acaria Almeida, DECLARE a vacancy in Private/Non-Profit 1 seat on the Economic Opportunity Council, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Director.

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 ACCEPT resignation of Nina Clark from the Advisory Council on Aging, DECLARE a vacancy on the City of Orinda seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human 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. 24 APPOINT Mark Ross to the City Seat #2 and APPOINT Edi Birsan to the City Seat Alternate #2 on the Hazardous Materials Commission for terms expiring on December 31, 2023, as recommended by the City Selection 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 DECLARE vacant Hazardous Materials Commission Environmental #1 seat held by Ralph Sattler and DIRECT the Clerk of the Board to post the vacancy, as recommended 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

Appropriation Adjustments

C. 26 Fleet Internal Service Fund (0064): APPROVE Appropriation and Revenue Adjustment No.005035 and AUTHORIZE the transfer of appropriations in the amount of \$73,000 from Facilities Maintenance to ISF Fleet Services for the purchase of 2 Ford Transit Vans, as recommended by the Public Works Director, Countywide. (100% Fleet Internal Service 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. 27 Superior Court Programs 0202/Building Maintenance 0077: APPROVE Appropriations Adjustment No. 5038 authorizing the transfer of appropriations in the amount of \$208,300 Superior Court Programs to Building Maintenance to cover the County's share of costs of refurbishment of the elevators at the George D. Carroll Courthouse in Richmond.

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

Intergovernmental Relations

C. 28 ACCEPT the 2019 Year-end Reports on the federal and state legislative programs prepared by the County's legislative advocates.

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. 29 ADOPT Position Adjustment Resolution No. 22574 to add one full-time Legal Assistant (2Y7B) (represented) position in the District Attorney's Office. (100% AB 109 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. 22573 to increase the hours of one Deputy District Attorney - Basic (represented) position from part time (20/40) to part time (24/40) in the Office of the District Attorney. (100% 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. 31 ADOPT Position Adjustment Resolution No. 22571 to add one Clerk-Senior Level (represented) position in the Department of Conservation and Development. (100% Land Development 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

Leases

C. 32 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with Santa Rosa Campway, Inc., to extend the term to June 30, 2021, for approximately 9,000 square feet of unimproved county-owned land located at the northeast corner of Pacheco Boulevard at Blum Road in Pacheco, with no change to the current monthly rate of \$800. (100% 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. 33 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease with J. Mortz Limited Partnership, for a term of 5 years for 3,800 square feet of office space for the Employment and Human Services Department Children's Interview Center at 3755 Alhambra Avenue, Suite 9 and 10, Martinez, at an initial annual rent of \$55,176 for the first year with annual increases thereafter and 2 two-year renewal terms. (100% 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

Grants & Contracts

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

C. 34 APPROVE and AUTHORIZE the Health Services Director, or designee, to submit a grant application to Kaiser Permanente, Community Benefit Program, to pay County an amount not to exceed \$300,000 for the Health, Housing and Homeless Services Division Homeless Crisis Response System Project during the period from January 1, 2020 through December 31, 2020. (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 Health Services Director, or designee, to execute a contract with the California Department of Public Health, to pay the County an amount not to exceed \$1,503,677, for the County's education and community outreach for the Overdose Prevention Initiative during the period January 1, 2020 through August 31, 2022. (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. 36 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with San Ramon Valley Fire Protection District, a California Special District, in an amount not to exceed \$13,524 for the County to provide services to retrofit 99 existing light fixtures to LED at San Ramon Fire Protection District Station 38 for the period January 21, 2020 through January 21, 2021, San Ramon area. (100% San Ramon Fire Protection 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. 37 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the State of California Employment Development Department, Employment Training Panel to pay the County an amount not to exceed \$200,240 to support training programs for careers in the health care professions for the period October 1, 2019 through September 30, 2021. (100% State, 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 Employment and Human Services Director, or designee, to accept a grant in the amount of \$411,724 from California Governor's Office of Emergency Services, County Victim Services Program for the Elder Abuse Prevention Project for the period January 1, 2020 through December 31, 2020. (75% Federal, 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. 39 ADOPT Resolution No. 2020/16 authorizing the Sheriff-Coroner, or designee, to apply for and accept a grant from the California Office of Traffic Safety in an initial amount of \$408,854 for the Sheriff's Forensic Services Unit to purchase a Liquid Chromatography-Tandem Mass Spectrometry Instrument beginning October 1, 2020 to the end of the grant period. (100% State)

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 Acting Clerk-Recorder, or designee, to execute a contract amendment with the California Secretary of State, to extend the term from June 30, 2021 through June 30, 2022 and increase the maximum amount payable to the County by \$2,391,436 to a new payment limit of \$6,038,436, to provide partial reimbursement of past and future costs of voting and elections management systems. (75% State, 25% County Elections Capital Replacement 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. 41 ADOPT Resolution No. 2020/19 approving and authorizing the Sheriff-Coroner or designee, to apply for and accept a California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant in an initial allocation of \$100,000 for the abatement of abandoned vessels and the vessel turn-in program on County waterways for the period beginning October 1, 2019 through the end of the grant funding availability. (90% State, 10% In kind 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. 42 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with the Regents of the University of California, on behalf of its San Francisco Campus, to increase the amount payable to the County by \$78,750 to a new payment limit of \$153,750 and to extend the term from August 31, 2019 to August 31, 2020 to provide online training, experiential activities and mentorship to health professional students for the Area Health Education Center Scholars Program. (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. 43 APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, an amendment to purchase order with Matheson Tri-Gas, Inc., to increase the payment limit by \$96,000 to a new payment limit of \$296,000 for the purchase of liquid medical oxygen for the Contra Costa Regional Medical Center, and the Contra Costa Health Centers with no change in the original term of October 15, 2015 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. 44 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Contra Costa Interfaith Transitional Housing, Inc., in an amount not to exceed \$500,000 to provide wraparound case management and rapid re-housing services for homeless transition aged youth in Contra Costa County for the period January 1, 2020 through June 30, 2021. (100% State 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. 45 APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Concord Hotel LLC, dba Crowne Plaza Concord/Walnut Creek, in an amount not to exceed \$6,000 to provide the facility for the Foster Parent Recognition Support Program, Caregiver Appreciation Recognition event scheduled for May 13, 2020. (50% Federal, 50% State)

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 Conservation and Development Director, or designee, to execute a contract amendment with Environmental Science Associates to extend the term from February 7, 2020 through August 7, 2021 with no change in the payment limit, for continued services to complete the Environmental Impact Report for the Bayview Residential Project (County File #SD04-8809). (100% Application Permit 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. 47 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jorge Pena (dba Jorge Pena Consulting), in an amount not to exceed \$320,000 to provide consultation, system planning, and project management services for County's Health Services Department's Information Systems Unit for the period January 1, 2020 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. 48 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Kinetics Mechanical Service, Inc., in an amount not to exceed \$2,000,000 to provide on-call plumbing maintenance services, for the period February 1, 2020 through January 31, 2023, Countywide. (100% 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. 49 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Matrix HG, Inc., in an amount not to exceed \$2,000,000 to provide on call plumbing maintenance services, for the period February 1, 2020 through January 31, 2023, Countywide. (100% 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 Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a purchase order with Southern Counties Fuels, in an amount not to exceed \$1,300,000 for fuel for the period February 1, 2020 through January 31, 2021, Countywide. (100% Fleet Internal Service 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. 51 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Brown Miller Communications, Inc., effective January 1, 2020, to increase the payment limit by \$125,000 to a new payment limit of \$435,000, with no change in the term September 1, 2018 through August 31, 2020 for additional support with strategic planning and strategic communications to implement new opportunities presented through health care reform. (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. 52 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with The Center for Common Concerns, Inc. (dba HomeBase), to integrate behavioral health services as part of the Coordinated Entry System and Continuum of Care, with no change in the payment limit of \$325,120 and no change in the term July 1, 2019 through June 30, 2020. (26% Federal Medi-Cal Administrative Activities, 6% No Place Like Home Grant, and 68% Housing and Urban Development)

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 Auditor-Controller, or designee, to pay the San Ramon Valley Fire Protection District \$33,000 for EMS Fire First Responder medical equipment, medical supplies and EMS training to the San Ramon Valley Fire Protection District, upon approval of EMS Director for FY 2019-20. (100% Measure H Funds, CSA EM-1, Zone A)

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 Clerk-Recorder or designee to execute an agreement with the California Department of Motor Vehicles (DMV), for use of space at the DMV Field Office in Concord. (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. 55 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Counseling Options and Parent Education, Inc., to increase the payment limit by \$618 to a new payment limit of \$253,856 to provide additional Triple-P parent education classes and practitioner trainings with no change in the term July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$309 to a new payment limit of \$126,925 through December 31, 2020. (100% Mental Health Service Act 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. 56 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Contra Costa Interfaith Transitional Housing, Inc., to increase the payment limit by \$88,516 to a new payment limit of \$256,737 to provide additional Prevention and Early Intervention Program services with no change in the term July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$44,258 to a new payment limit of \$128,368 through December 31, 2020. (100% Mental Health Service Act 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. 57 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jaison James, M.D, in an amount not to exceed \$880,000 to provide orthopedic services at Contra Costa Regional Medical Center and Health Centers for the period February 1, 2020 through January 31, 2021. (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. 58 APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Advanced Helicopter Services, Inc., in an amount not to exceed \$3,000,000 for helicopter maintenance services for the period February 1, 2020 through January 31, 2022. (55% CSA P-6 Zone funds, 32% State, 13% User Agency revenue)

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 Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Groupware Technology, Inc., in an amount not to exceed \$224,000 for maintenance and support of Rubrik appliances and software for the period January 29, 2020 through January 28, 2021. (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. 60 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Catholic Charities CYO of the Archdiocese of San Francisco, effective January 1, 2020, to increase the payment limit by \$125,000 to a new payment limit of \$337,180 to provide additional therapeutic behavioral services for seriously emotionally disturbed children at its St. Vincent's School for Boys with no change in the term July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$62,500 to a new payment limit of \$168,590 through December 31, 2020. (50% Federal Medi-Cal; 50% 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. 61 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with California Center for Sleep Disorders, Professional Corporation, in an amount not to exceed \$300,000 for sleep medicine services for Contra Costa Health Plan members and recipients for the period January 1, 2020 through December 31, 2021. (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. 62 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with MGA Healthcare, Inc., in an amount not to exceed \$450,000 to provide temporary medical staffing and recruitment services including clinical laboratory scientist supervisor, medical/clinical analyst and pharmacy inventory specialists for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2020 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

Other Actions

C. 63 APPROVE clarification of Board Action of December 10, 2019 (Item C.78) which authorized the Health Services Director to execute a contract with GE Precision Healthcare, LLC, to reflect the contract term of January 29, 2020 through January 28, 2025, to provide maintenance and repair services for medical imaging equipment and systems located 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. 64 TERMINATE the contract with Barbara Swarzenski, M.D. and the County providing outpatient psychiatric services to children and adolescents at the West County Mental Health Clinic, effective end of business on January 10, 2020. (50% Federal Medi-Cal; 50% 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. 65 CONTINUE the emergency action originally taken by the Board of Supervisors on November 16, 1999, and most recently approved by the Board on December 18, 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. 66 ACCEPT the 2019 Annual Report from the Community Advisory Board on Public Safety Realignment (CAB).

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 ACCEPT the 2019 Annual Report of the Contra Costa County Advisory Council on Aging, as recommended by the Employment and Human 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. 68 APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a memorandum of understanding with the County of San Mateo's Northern California Regional Intelligence Center to share information as it relates to narcotics trafficking, organized crime, and terrorism related activities. (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. 69 APPROVE and AUTHORIZE the Department of Conservation and Development to initiate a General Plan Amendment process to evaluate a proposal to change the General Plan land use designations for four parcels located along Reservoir Street in the Port Costa area, from Parks and Recreation and Open Space, to Public and Semi-Public. (County File #19-0003) (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. 70 APPROVE the Concord Care Center Improvements Project and take related actions under the California Environmental Quality Act, Concord area. (100% Homeless Emergency AID Program 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. 71 ACCEPT the 2019 Contra Costa County Sustainability Commission Annual Report and 2020 Work Plan, as recommended by the Sustainability Commission.

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 chair, Board of Supervisors, to execute the memorandum of understanding for the EastBay Works Partnership / East Bay Regional Planning Unit to provide a framework for implementation of regionally funded initiatives, as recommended by the Employment and Human 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. 73 ACCEPT the December 2019 Operations Update of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human 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. 74 AUTHORIZE the District Attorney's Office to provide three Target gift cards in an amount of \$50 each for a total of \$150 for the human trafficking awareness curriculum at Helms Middle School in the West Contra Costa Unified School District. (100% DA Asset Forfeiture)

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 an amendment with Intrado Interactive Services Corporation, to change the name from West Interactive Services Corporation, with no change in the original payment limit of \$234,075 or term of August 1, 2018 through March 31, 2020, for the Televox HouseCalls Automated Messaging Software and appointment reminder system for Contra Costa Regional Medical Center patients. (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. 76 ACCEPT the 2019 Annual Report of the Treasury Oversight Committee, 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. 77 ADOPT the amended Governing Authority Bylaws for the Contra Costa Regional Medical Center (CCRMC) and Health Centers to address legal and operational requirements, as recommended by the CCRMC Joint Conference and Professional Affairs Committees. (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. 78 APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with University of San Francisco, School of Nursing and Health Professions to provide supervised field instruction to nursing students at Contra Costa Regional Medical Center and Health Centers for the period January 1, 2020 through December 31, 2023. (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. 79 ADD an Environmental Justice seat to the Hazardous Materials Commission, as recommended by the Sustainability Committee. (No fiscal impact)

By unanimous vote of the Board, this matter is amended to convert the currently open environmental seat to an environmental justice seat on the County Hazardous Materials Commission. No additional seat is added.

C. 80 ACCEPT the Employment and Human Services Department, Community Services Bureau Program Improvement Plan for EHSD Community Services Bureau Head Start Program and AUTHORIZE submission of this Plan to the Administration for Children and Families, as recommended by the Employment and Human 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. 81 ACCEPT the 2019 Annual Report from the Hazardous Materials Commission. (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. 82 ACCEPT the 2019 Annual Report by the Contra Costa County Emergency Medical Care Committee, as recommended 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

Successor Agency to the Contra Costa County Redevelopment Agency

C. 83 ADOPT Resolution No. 2020/20 approving the Recognized Obligation Payment Schedule and administrative budget for the Successor (to the Contra Costa Redevelopment) Agency for the period July 1, 2020 through June 30, 2021, as recommended by the Conservation and Development Director. (100% Redevelopment Property Tax 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

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

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

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

The **Sustainability Committee** (Supervisors Federal D. Glover and John Gioia) meets on the fourth Monday of every other month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Transportation, Water & Infrastructure Committee** (Supervisors Candace Andersen and Karen Mitchoff) 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 12, 2020	11:00 a.m.	See above
Family & Human Services Committee	February 24, 2020	9:00 a.m.	See above
Finance Committee	February 3, 2020	9:00 a.m.	See above
Hiring Outreach Oversight Committee	March 2, 2020	10:30 a.m.	See above
Internal Operations Committee	February 10, 2020	10:30 a.m.	See above
Legislation Committee	February 10, 2020	1:00 p.m.	See above
Public Protection Committee	February 24, 2020	10:30 a.m.	See above
Sustainability Committee	January 27, 2020	1:00 p.m.	See above
Transportation, Water & Infrastructure Committee	February 10, 2020	9:00 a.m.	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
RDA Redevelopment Agency
RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCTAC West Contra Costa Transportation Advisory Committee



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Accessory Dwelling Units Ordinance

RECOMMENDATION(S):

1. OPEN the public hearing on Ordinance No. 2020-01, RECEIVE testimony, and CLOSE the public hearing.
2. DETERMINE that the adoption of Ordinance No. 2020-01 is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15282(h).
3. ADOPT Ordinance No. 2020-01 to establish regulations and permitting procedures for accessory dwelling units and junior accessory dwelling units.
4. DIRECT the Director of Conservation and Development to file a CEQA notice of exemption with the County Clerk.

FISCAL IMPACT:

The costs of preparing this ordinance have been funded by the Department of Conservation and Development's Land Development Fund. The cost of processing accessory dwelling unit and junior accessory dwelling unit applications will be 100% funded by application fees.

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Stan Muraoka,
925-674-7781

cc:

BACKGROUND:

In 2017, the Board of Supervisors adopted the County's Accessory Dwelling Unit (ADU) Ordinance to comply with then-current State law. Effective January 1, 2020, Assembly Bill 68, Assembly Bill 881, and Senate Bill 13 revised Government Code Section 65852.2 to require that local agencies process applications for ADUs and junior ADUs ministerially without discretionary review or public hearing, and to expand the types of ADUs that a local agency must allow. Under the revised State law, local agency ordinances that do not comply with revised State requirements are void. Staff prepared the proposed Ordinance No. 2020-01 to amend the County's ADU ordinance to comply with the revised State law.

On December 11, 2019, the County Planning Commission considered the proposed zoning text amendment prepared by staff. After a public hearing, the County Planning Commission voted to recommend approval of the proposed zoning text amendment.

STAFF ANALYSIS:

Summary

Below is a summary of the revisions proposed Ordinance No. 2020-01 would make to the County's current ADU ordinance. Attachment A compares the County's current ADU ordinance adopted in 2017 and the proposed Ordinance No. 2020-01. Attachment B summarizes the permitting process and development standards required by proposed Ordinance No. 2020-01.

Permit processing; ministerial approvals

State law requires local agencies to process applications for ADUs and junior ADUs ministerially without discretionary review or public hearing. The County's current ADU ordinance provides that an applicant may request a public hearing and obtain a discretionary ADU permit if the proposed ADU would deviate from some of the listed development standards (e.g., lot size, unit size, parking requirements). The County's current ADU ordinance also requires that an application for a discretionary ADU permit for an ADU located in the Kensington (-K) combining district be processed through a discretionary Kensington design review. Ordinance No. 2020-01 would conform to the amended State law by providing that any application to establish an ADU or junior ADU that meets specified updated criteria be processed ministerially.

Junior ADUs

Ordinance 2020-01 would allow a junior ADU to be established on a single-family residential lot. A junior ADU is an internal conversion of up to 500 square feet within an existing single-family dwelling, and the junior ADU may have separate sanitation facilities or share sanitation facilities with the existing dwelling. The junior ADU can be in addition to a detached standard ADU. The County's current ADU ordinance does not address junior ADUs.

ADUs on multi-family lots

Ordinance No. 2020-01 would allow one or more ADUs that are internal conversions within the non-livable space of an existing multiple-family dwelling, and up to two detached ADUs on a lot with an existing multiple-family dwelling.

No minimum lot size

The County's current ADU ordinance provides that an ADU may be established on a lot of less than 6,000 square feet only after a discretionary ADU permit is issued. Consistent with the revised State law, Ordinance No. 2020-01 would not require a minimum lot size to obtain a ministerial permit to establish an ADU or junior ADU.

Parking requirements waived for certain ADUs

Ordinance No. 2020-01 would not require an applicant to provide any additional off-street parking spaces if the ADU is an internal conversion or a junior ADU. The proposed ordinance would also not require an applicant to replace off-street parking spaces if a garage, carport, or covered parking structure is converted to an ADU resulting in the loss of off-street parking spaces. Also consistent with State law, the proposed ordinance would waive the additional off-street parking requirement for newly constructed detached ADUs that are limited in size (i.e., not more than 800 square feet in size and 16 feet in height).

General Plan Consistency

By facilitating the development of ADUs and Junior ADUs, the revised Accessory Dwelling Units Ordinance is consistent with the General Plan, including the eight general goals in the Housing Element. The proposed Ordinance will specifically promote the following goals:

Goal 1: Maintain and improve the quality of the existing housing stock and residential neighborhood in Contra Costa County.

Goal 2: Preserve the existing affordable housing stock in Contra Costa County.

Goal 3: Increase the supply of housing with a priority on the development of affordable housing.

Goal 4: Increase the supply of appropriate and supportive housing for the special needs populations.

Zoning Compliance

The proposed ordinance allows the establishment of ADUs and junior ADUs on lots in residential and mixed-use zoning districts. The proposed ordinance will not conflict in any manner with the County Zoning Code.

Environmental Review

Adoption of the proposed ordinance is exempt from environmental review pursuant to CEQA Guidelines Section 15282(h), which exempts the adoption of an ordinance regarding accessory dwelling units that implements the provisions of Government Code section 65852.2

CONCLUSION:

Proposed Ordinance No. 2020-01, revising the County's ADU ordinance, is consistent with Government Code section 65852.2 and the County General Plan and Zoning Code. Staff recommends adoption of Ordinance No. 2020-01.

CONSEQUENCE OF NEGATIVE ACTION:

If the recommended actions are not approved, the County's ADU ordinance will not be amended to conform with State law. Pursuant to Government Code section 65852.2, the County will process applications to establish ADUs and junior ADUs, and apply only those development standards contained in the State law.

CLERK'S ADDENDUM

Speakers: David Gardner.

AGENDA ATTACHMENTS

ADU Ordinance 2020-01

Attachment A- ADU Ordinance Comparison

Attachment B- Summary of Ord. No. 2020-01

CPC Staff Report 121119

MINUTES ATTACHMENTS

Signed Ordinance 2020-01

ORDINANCE NO. 2020-01

ACCESSORY DWELLING UNITS

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. SUMMARY. This ordinance amends Chapter 82-24 of the County Ordinance Code to comply with Government Code Section 65852.2, as amended, which governs the permitting of accessory dwelling units.

SECTION II. Chapter 82-24 of the County Ordinance Code is amended to read:

Chapter 82-24
ACCESSORY DWELLING UNITS

82-24.002 Purposes. The purposes of this chapter are to authorize accessory dwelling units and junior accessory dwelling units; to establish a procedure for reviewing and approving their development to ensure and maintain healthy and safe residential living environments; to establish location and development standards for accessory dwelling units; and to comply with Government Code Section 65852.2, which requires local agencies to consider applications for accessory dwelling unit permits ministerially without discretionary review or a public hearing. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.004 Definitions. For purposes of this chapter, the following words and phrases have the following meanings:

- (a) “Accessory dwelling unit” has the meaning set forth in Government Code Section 65852.2.
- (b) “Attached accessory dwelling unit” means an accessory dwelling unit attached to a primary dwelling unit.
- (c) “Detached accessory dwelling unit” means an accessory dwelling unit detached from a primary dwelling unit.
- (d) “Internal conversion” means the establishment of an accessory dwelling unit or junior accessory dwelling unit within an existing or proposed primary dwelling unit or within an existing accessory building.
- (e) “Junior accessory dwelling unit” has the meaning set forth in Government Code Section 65852.22.

- (f) Whenever the term “residential second unit” is used in any ordinance, resolution, order, directive, or regulation of the county, it means “accessory dwelling unit.” (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.006 Permitting Procedure.

- (a) Except as otherwise provided in this section, an application for a permit to establish an accessory dwelling unit will be approved ministerially without discretionary review or public hearing if the accessory dwelling unit meets: the location requirements specified in Section 82-24.010; the development standards specified in Section 82-24.012; and all applicable building standards in Title 7 and all applicable sewage and water requirements.
- (b) An application for a permit to establish any of the following types of accessory dwelling units in a residential or mixed-use zoning district is not subject to the location requirements specified in Section 82-24.010 or the development standards specified in Section 82-24.012 and will be approved ministerially without discretionary review or public hearing.
- (1) One internal conversion that is either an accessory dwelling unit or a junior accessory dwelling unit on a lot with a proposed or existing single-family dwelling, if: the internal conversion has independent exterior access; the side and rear setbacks are sufficient for fire safety; and the internal conversion meets all applicable building standards in Title 7 and all applicable sewage and water requirements. If the internal conversion is a junior accessory dwelling unit, it must comply with the requirements of Government Code section 65852.22. An internal conversion under this subsection (b)(1) may include an expansion of not more than 150 square feet beyond the physical dimensions of an existing building, but the expansion must be limited to accommodating ingress and egress.
- (2) One detached, new construction, accessory dwelling unit on a lot with a proposed or existing single-family dwelling, if: the side and rear setbacks are a minimum of four feet; the detached accessory dwelling unit does not exceed 800 square feet in size; the detached accessory dwelling unit does not exceed 16 feet in height; and the detached accessory dwelling unit meets all applicable building standards in Title 7 and all applicable sewage and water requirements. The detached accessory dwelling unit may be combined with a junior accessory dwelling unit permitted in subsection (b)(1).
- (3) One or more accessory dwelling units that are internal conversions within the non-livable space of an existing multiple-family dwelling, including but not limited to storage rooms, boiler rooms, passageways, attics, basement, or garages. Each internal conversion under this subsection must meet all applicable building standards in Title 7 and all applicable sewage and water requirements. The

number of internal conversions permitted within an existing multiple-family dwelling under this subsection (b)(3) may not exceed 25% of the number of existing multiple-family units in the dwelling.

- (4) One or two detached accessory dwelling units on a lot with an existing multiple-family dwelling, if: the side and rear setbacks are a minimum of four feet; the detached accessory dwelling unit does not exceed 800 square feet in size; the detached accessory dwelling unit does not exceed 16 feet in height; and the detached accessory dwelling unit meets all applicable building standards in Title 7 and all applicable sewage and water requirements. (Ords. 2020-01 § 2, 2017-25 § 2, 2017-11 § 2, 2011-05 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.008 Applications.

- (a) An application for an accessory dwelling unit permit must be submitted to the Department of Conservation and Development before a building permit application is submitted to the county. An application for a junior accessory dwelling unit permit must be submitted in the same manner and form as an application for an accessory dwelling unit permit.
- (b) An application for an accessory dwelling unit permit must be made in writing and contain the following information:
 - (1) Name(s) and address(es) of applicant(s) and property owner(s).
 - (2) Address and assessor's parcel number for the lot.
 - (3) Size, indicating dimensions and square footage of the primary dwelling unit and the proposed accessory dwelling unit.
 - (4) A legible scale drawing, showing:
 - (A) A north arrow to indicate lot orientation.
 - (B) Lot dimensions and labels for all property lines.
 - (C) Siting and location of the primary dwelling unit and the proposed accessory dwelling unit.
 - (D) Floor plan configuration of the primary dwelling unit and the proposed accessory dwelling unit.

- (E) All other existing improvements, including driveways and parking areas.
 - (F) Exterior design of the primary dwelling unit and the proposed accessory dwelling unit. “Exterior design” includes exterior features, such as entrances, windows, and roof.
- (5) Color photographs of the primary dwelling unit and surrounding properties taken from each of the property lines of the project site.
 - (6) Location and description of water and sanitary services for both the primary dwelling unit and the proposed accessory dwelling unit.
 - (7) Property owner’s consent to physical inspection of the premises.
 - (8) A written legal description of the property. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.010 Location.

- (a) One accessory dwelling unit may be located on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a water recreation district (F-1), planned unit district (P-1) for residential uses, or a multiple-family residential district (M-6, M-9, M-12, M-17, and M-29).
- (b) One accessory dwelling unit may be located on any lot in an agricultural district (A-2, A-3, A-4, A-20, A-40, and A-80). If an accessory dwelling unit is proposed for a lot under a Williamson Act contract, an accessory dwelling unit will be allowed subject to the provisions of this chapter unless the Williamson Act contract prohibits an accessory dwelling unit or a residential second unit on the property.
- (c) No subdivision rights are authorized that would result in the accessory dwelling unit being located on a separate lot. (Ords. 2020-01 § 2, 2017-11 § 2, 2011-05 § 3, 2006-19 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.012 Development Standards.

- (a) Accessory Dwelling Unit Size.
 - (1) A detached accessory dwelling unit may not exceed the following size:
 - (A) 1,000 square feet in any zoning district where an accessory dwelling unit is allowed; except on a lot of 12,000 square feet or more, or in an agricultural district, or in the Kensington (-K) combining district.

- (B) 1,200 square feet on a lot of 12,000 square feet or more.
 - (C) 1,200 square feet in an agricultural district.
 - (D) In the Kensington (-K) combining district:
 - (i) 850 square feet if the accessory dwelling unit provides one bedroom;
 - (ii) 1,000 square feet if the accessory dwelling unit provides more than one bedroom.
- (2) An attached accessory dwelling unit may not exceed the smaller of the following sizes:
- (A) The size limitations specified in subsection (a) for detached accessory dwelling units.
 - (B) 50 percent of the living area of an existing primary dwelling unit or 800 square feet, whichever is larger.
- (b) Living Provisions. An accessory dwelling unit must provide complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
- (c) Permanent Foundation. A permanent foundation is required for all accessory dwelling units.
- (d) Sewage and Water. If a private sewage disposal system, water system, or both are proposed to be used, it must meet all applicable county regulations and be approved by the health officer before an accessory dwelling unit may be established. Verification that the standard has been met is required prior to final inspection.
- (e) Architecture. An accessory dwelling unit must have independent exterior access separate from that of the primary dwelling unit. The independent exterior access must be: located on the building side or building rear; or not visible from the street; or otherwise subordinate to the primary dwelling unit.
- (f) Types of Accessory Dwelling Units. An accessory dwelling unit may be attached to a primary dwelling unit or detached from a primary dwelling unit.
- (1) If an accessory dwelling unit is attached to a primary dwelling unit, the accessory dwelling unit must be an internal conversion of an attached garage or other area within the primary dwelling unit, or an addition to the primary dwelling unit.

- (2) If an accessory dwelling unit is detached from a primary dwelling unit, the accessory dwelling unit must be an internal conversion of a detached garage or other accessory building, or new construction. A detached accessory dwelling unit must be located on the same lot as the primary dwelling unit.
- (g) Garage Attached to a Detached Accessory Dwelling Unit. If a garage is attached to a detached accessory dwelling unit, the garage may not exceed the following sizes:
- (1) 500 square feet on lots of 20,000 square feet or less in all zoning districts where an accessory dwelling unit is allowed, except in an agricultural district.
 - (2) 600 square feet on lots larger than 20,000 square feet and smaller than five acres in all zoning districts where an accessory dwelling unit is allowed, except in an agricultural district.
 - (3) 800 square feet on lots of five acres or more.
 - (4) 800 square feet in an agricultural district.
- (h) Yards and Building Height.
- (1) An accessory dwelling unit must comply with all requirements relating to yards (front setbacks, side, and rear) and building height that are generally applicable to residential construction in the zone in which the property is located, except as otherwise provided in this subsection (h).
 - (2) A setback is not required for an accessory dwelling unit that is an internal conversion or that is constructed in the same location and to the same dimensions as an existing building.
 - (3) A setback of four feet from the side and rear lot lines is required for an accessory dwelling unit that is not an internal conversion and is not constructed in the same location and to the same dimensions as an existing building.
 - (4) An accessory dwelling unit permitted in the Kensington (-K) combining district may not exceed 16 feet in height.
- (i) Off-Street Parking.
- (1) A lot containing an accessory dwelling unit must provide an additional off-street

parking space to serve the accessory dwelling unit, except as otherwise provided in this subsection (i). The additional space may be within a setback area or in tandem, unless specific findings are made that parking in a setback area or in tandem is not feasible based on site or regional topographical or fire and life safety conditions.

- (2) Replacement parking spaces are not required if a garage, carport, or covered parking structure that provides off-street parking is demolished or converted in conjunction with the construction of an accessory dwelling unit.
- (3) No additional off-street parking is required for an accessory dwelling unit in any of the following instances:
 - (A) The accessory dwelling unit is located within one-half mile walking distance of public transit.
 - (B) The accessory dwelling unit is located within an architecturally and historically significant historic district.
 - (C) The accessory dwelling unit is an internal conversion.
 - (D) The accessory dwelling unit is located within a permit-parking area designated pursuant to Chapter 46-10 but an on-street parking permit is not available under that chapter to the occupant of the accessory dwelling unit.
 - (E) A car share vehicle pick-up location is within one block of the accessory dwelling unit. A “car share vehicle” has the same meaning as in Vehicle Code Section 22507.1. (Ords. 2020-01 § 2, 2017-25 § 3, 2017-11 § 2, 2011-05 § 4, 2008-09 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.014 Occupancy. No accessory dwelling unit or junior accessory dwelling unit may be rented or offered for rent for a term of less than 30 days. (Ords. 2020-01 § 2, 2017-25 § 4, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.016 Deed Restrictions. Before obtaining a permit authorizing the establishment of an accessory dwelling unit or junior accessory dwelling unit, the applicant shall do the following:

- (a) Enter into an agreement of restrictions with the county that refers to the deed under which the property was acquired by the applicant and provides the following:

- (1) The accessory dwelling unit or junior accessory dwelling unit shall not be sold separately.
 - (2) The accessory dwelling unit or junior accessory dwelling unit is restricted to the maximum size allowed under the permit.
 - (3) The restrictions are binding upon any successor in ownership of the property and lack of compliance may result in legal action by the county against the property owner.
- (b) Record the agreement with the county recorder.
- (c) Prepare a disclosure statement that shall be included in any future offer or sale documents. The statement shall read as follows:

“You are purchasing a property with a permit for an (junior) accessory dwelling unit. This permit carries with it certain restrictions that must be met by the owner of the property. You are prohibited from selling the (junior) accessory dwelling unit separately. The (junior) accessory dwelling unit is restricted to the maximum size allowed under the permit. The (junior) accessory dwelling unit may not be rented or offered for rent for a term of less than 30 days. The permit is available from the current owner or from the Contra Costa County Department of Conservation and Development.”

(Ords. 2020-01 § 2, 2017-25 § 5, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.018 Nonconforming Units. Notwithstanding the provisions of Ordinance Code Section 82-8.006, if the existing primary dwelling unit is a legal nonconforming unit, an accessory dwelling unit or junior accessory dwelling unit may be constructed only if the nonconformity is not expanded and the accessory dwelling unit or junior accessory dwelling unit meets all current applicable zoning and building standards. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.020 Fees. Fees for accessory dwelling unit permits and junior accessory dwelling unit permits will be in amounts established by the board of supervisors in the Department of Conservation and Development’s fee schedule. Accessory dwelling units and junior accessory dwelling units are subject to all applicable fees for new development. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

SECTION III. Section 26-2.2102 of the County Ordinance Code is amended to read:

26-2.2102 Decisions without public hearing. Unless otherwise required by this article, the zoning administrator may, without public hearing, decide applications for any of the following:

- (a) Variance permits pursuant to subsection 26-2.1204(1).
- (b) Minor subdivisions pursuant to subsection 26-2.1204(3) including applications for improvement exceptions.
- (c) After zoning administrator determination on it, any involved small lot application pursuant to subsection 82-10.002(c).
- (d) Wireless facility access permits pursuant to Chapter 88-24. (Ords. 2020-01 § 3, 2017-11 § 3, 2016-11 § 3, 2011-05 § 5, 95-51 § 3, 80-87 § 2: See Gov. C. § 65901.)

SECTION IV. Section 84-74.604 of the County Ordinance Code is amended to read:

84-74.604 Exemptions. The following developments are exempt from the requirements of this chapter:

- (a) Commercial buildings, churches, public buildings, or schools that meet all applicable code requirements.
- (b) One story accessory buildings with an area of less than one hundred twenty square feet sited within the applicable setbacks.
- (c) Repair or replacement of legally constructed residences destroyed or damaged by fire, explosion, act of God or the public enemy, or other accident or catastrophe, if both of the following conditions are satisfied:
 - (1) The siting and envelope are the same; and
 - (2) The application for repair or replacement is submitted within two years of the destruction.
- (d) Developments within the -K District for which application was accepted as complete before the effective date of this chapter.
- (e) Development within an existing building or structure that does not expand its envelope.

- (f) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 4, 2017-25 § 6, 2017-11 § 6, 2011-05 § 7, 2004-46 § 2.)

SECTION V. Section 84-74.606 of the County Ordinance Code is deleted in its entirety.

SECTION VI. Section 84-4.402 of the County Ordinance Code is amended to read:

84-4.402 Uses—Permitted. The following uses are allowed in an R-6 district:

- (1) A detached single-family dwelling on each lot and the accessory structures and uses normally auxiliary to it;
- (2) Crop and tree farming;
- (3) Publicly owned parks and playgrounds;
- (4) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or licenses, where no more than six persons reside or receive care, not including the licensee or members of the licensee's family or persons employed as facility staff;
- (5) A family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Bird enclosures in compliance with the provisions of Chapter 82-50.
- (7) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (8) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50. (Ords. 2020-01 § 6, 2018-06, § 4, 2017-14, § 5, 2003-17 § 4, 86-43 § 2, 78-83 § 1, 77-51 § 2, 68-25 § 2: prior code § 8142(a): Ords. 1269 § 1, 1179 § 3, 1039, 1028, 382 § 4A.)

SECTION VII. Section 84-14.402 of the County Ordinance Code is amended to read:

84-14.402 Uses—Allowed. The following uses are allowed in the R-20 district:

- (1) A detached single-family dwelling on each lot and the accessory structures and

uses normally auxiliary to it;

- (2) Crop and tree farming, and horticulture;
- (3) A temporary stand for the sale of agricultural products grown on the premises, with two and one-half acres per stand, set back at least thirty-five feet from the front property line, and operated not more than three months in any calendar year;
- (4) Small farming, including the raising of poultry and rabbits or other grain-fed rodents, primarily for home consumption thereon;
- (5) Keeping livestock on lots forty thousand or more square feet in area (with at least forty thousand square feet for each two head of livestock) and all contiguous and in one fee ownership;
- (6) Publicly owned parks and playgrounds;
- (7) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or licenses, where not more than six persons reside or receive care, not including the licensee or members of the licensee's family or persons employed as facility staff;
- (8) A family day care home where care, protection, and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (9) Aviaries, which shall be not over twelve feet high nor exceeding one square foot (not over 1600) in area for each fifty square feet of net land area per lot, and unless otherwise provided herein, shall be set back at least twenty-five feet from the front property line or any street line and at least ten feet from any side or rear property line, and shall be maintained in a sanitary manner as determined by the county health department;
- (10) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 7, 2018-06 § 5, 2017-11 § 4, 86-43 § 4, 78-83 § 2, 77-51 § 8, 68-25 § 2, 2033, 2032, 1768 § 2: prior code § 8146(a): Ord. 1269, 1179 § 8, 382 § 4V.)

SECTION VIII. Section 84-26.402 of the County Ordinance Code is amended to read:

84-26.402 Uses—Permitted. The following uses are allowed in an M-29 district:

- (1) A detached single family dwelling on each lot and the accessory structures normally auxiliary to it.
- (2) Duplex.
- (3) Multiple family buildings, but not including motels or hotels.
- (4) Crop and tree farming, not including retail nurseries or the raising or keeping of any animals other than ordinary household pets.
- (5) A foster family home or a small family home, as those terms are defined in Health and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.
- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) A residential care facility for the elderly, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside or members of the licensee's family or persons employed as facility staff.
- (8) Accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (9) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.
- (10) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside. (Ords. 2020-01 § 8, 2017-14, § 7, 2003-17 § 6, 86-43 § 6, 78-83 § 3, 78-40 § 1, 72-44 § 2, 68-25 § 2, 1761, 1569 prior code § 8151(a): Ord. 1224.)

SECTION IX. Section 84-34.402 of the County Ordinance Code is amended to read:

84-34.402 Uses—Permitted. Uses permitted in the F-1 district shall be as follows:

- (1) A detached single-family dwelling on each lot and accessory structures and uses normally auxiliary to it;
- (2) Crop and tree farming, not including the raising or keeping of any animals other than ordinary household pets;

- (3) Noncommercial boating facilities with a maximum of two boat berths, provided that the boating facilities have adequate sanitary facilities provided on the lot onto which the boat berths are attached or on the piers which are attached to the subject lot. Also, for each boat berth there shall be provided two off-street parking spaces on the lot onto which the boat berth is attached. The residential off-street parking requirement may be used to satisfy the parking requirement for one boat berth;
- (4) Foster home or family care home operated by a public agency, or by a private agency which has obtained state or local approval (license) for the proposed operation, where not more than six minors reside on the premises with not more than two supervisory persons;
- (5) A family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 9, 86-43 § 10, 68-25 § 2, 1958: Ord. 67-38 § 1 (part), 1967: prior code § 8154(a): Ords. 671, 613.)

SECTION X. Section 84-38.402 of the County Ordinance Code is amended to read:

84-38.402 Permitted. The following uses are allowed in an A-2 district:

- (1) All types of agriculture, including general farming, wholesale horticulture and floriculture, wholesale nurseries and greenhouses, mushroom rooms, dairying, livestock production, fur farms, poultry raising, animal breeding, aviaries, apiaries, forestry, and similar agricultural uses.
- (2) Other agricultural uses, including the erection and maintenance of buildings for the storage of agricultural products and equipment; sheds; warehouses; granaries; dehydration plants; hullers; fruit and vegetable packing plants; and agricultural cold storage plants on parcels at least ten acres in size.
- (3) A grower stand or farm stand.
- (4) A detached single-family dwelling on each parcel and the accessory structures and uses normally auxiliary to it.
- (5) A foster family home or a small family home, as those terms are defined in Health

and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.

- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (8) A farmworker dwelling.
- (9) Farmworker housing complex. (Ords. 2020-01 § 10, 2017-14 § 9, 2007-23 § 3, 2006-19 § 4, 94-28 § 2, 86-43 § 13, 68-25 § 2, 1968, 1569, 1555, 1535: prior code § 8156(a): Ord. 1406.)

SECTION XI. Section 84-42.402 of the County Ordinance Code is amended to read:

84-42.402 Uses—Permitted. The following uses are allowed in an A-4 district:

- (1) All types of commercial, agricultural production, including general farming, wholesale horticulture and floriculture, livestock production, aviaries, apiaries, forestry and similar agricultural uses, excepting those uses requiring a permit in Section 84-42.404.
- (2) Those agricultural and compatible uses specifically agreed upon between the county and the landowner at the time of entering into the agreement and designated in writing within the agreement.
- (3) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24, provided a land use permit has been obtained pursuant to Section 84-42.404 for the detached single-family dwelling on the parcel.
- (4) A grower stand or farm stand.
- (5) A farmworker dwelling.
- (6) Farmworker housing complex. (Ords. 2020-01 § 11, 2017-14 § 11, 2007-23 § 5, 2006-19 § 7, 68-54 § 1 (part), 1968: prior code § 8169(a).)

PASSED on _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

Board Chair

By: _____
Deputy

[SEAL]

KCK:

H:\Client Matters\2020\DCD\Ordinance No. 2020-01 Accessory Dwelling Units.wpd

ORDINANCE NO. 2020-01

ACCESSORY DWELLING UNITS

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I. SUMMARY. This ordinance amends Chapter 82-24 of the County Ordinance Code to comply with Government Code Section 65852.2, as amended, which governs the permitting of accessory dwelling units.

SECTION II. Chapter 82-24 of the County Ordinance Code is amended to read:

Chapter 82-24
ACCESSORY DWELLING UNITS

82-24.002 Purposes. The purposes of this chapter are to authorize accessory dwelling units and junior accessory dwelling units; to establish a procedure for reviewing and approving their development to ensure and maintain healthy and safe residential living environments; to establish location and development standards for accessory dwelling units; and to comply with Government Code Section 65852.2, which requires local agencies to consider applications for accessory dwelling unit permits ministerially without discretionary review or a public hearing. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.004 Definitions. For purposes of this chapter, the following words and phrases have the following meanings:

- (a) "Accessory dwelling unit" has the meaning set forth in Government Code Section 65852.2.
- (b) "Attached accessory dwelling unit" means an accessory dwelling unit attached to a primary dwelling unit.
- (c) "Detached accessory dwelling unit" means an accessory dwelling unit detached from a primary dwelling unit.
- (d) "Internal conversion" means the establishment of an accessory dwelling unit or junior accessory dwelling unit within an existing or proposed primary dwelling unit or within an existing accessory building.
- (e) "Junior accessory dwelling unit" has the meaning set forth in Government Code Section 65852.22.

- (f) Whenever the term “residential second unit” is used in any ordinance, resolution, order, directive, or regulation of the county, it means “accessory dwelling unit.” (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.006 Permitting Procedure.

- (a) Except as otherwise provided in this section, an application for a permit to establish an accessory dwelling unit will be approved ministerially without discretionary review or public hearing if the accessory dwelling unit meets: the location requirements specified in Section 82-24.010; the development standards specified in Section 82-24.012; and all applicable building standards in Title 7 and all applicable sewage and water requirements.
- (b) An application for a permit to establish any of the following types of accessory dwelling units in a residential or mixed-use zoning district is not subject to the location requirements specified in Section 82-24.010 or the development standards specified in Section 82-24.012 and will be approved ministerially without discretionary review or public hearing.
- (1) One internal conversion that is either an accessory dwelling unit or a junior accessory dwelling unit on a lot with a proposed or existing single-family dwelling, if: the internal conversion has independent exterior access; the side and rear setbacks are sufficient for fire safety; and the internal conversion meets all applicable building standards in Title 7 and all applicable sewage and water requirements. If the internal conversion is a junior accessory dwelling unit, it must comply with the requirements of Government Code section 65852.22. An internal conversion under this subsection (b)(1) may include an expansion of not more than 150 square feet beyond the physical dimensions of an existing building, but the expansion must be limited to accommodating ingress and egress.
 - (2) One detached, new construction, accessory dwelling unit on a lot with a proposed or existing single-family dwelling, if: the side and rear setbacks are a minimum of four feet; the detached accessory dwelling unit does not exceed 800 square feet in size; the detached accessory dwelling unit does not exceed 16 feet in height; and the detached accessory dwelling unit meets all applicable building standards in Title 7 and all applicable sewage and water requirements. The detached accessory dwelling unit may be combined with a junior accessory dwelling unit permitted in subsection (b)(1).
 - (3) One or more accessory dwelling units that are internal conversions within the non-livable space of an existing multiple-family dwelling, including but not limited to storage rooms, boiler rooms, passageways, attics, basement, or garages. Each internal conversion under this subsection must meet all applicable building standards in Title 7 and all applicable sewage and water requirements. The

number of internal conversions permitted within an existing multiple-family dwelling under this subsection (b)(3) may not exceed 25% of the number of existing multiple-family units in the dwelling.

- (4) One or two detached accessory dwelling units on a lot with an existing multiple-family dwelling, if: the side and rear setbacks are a minimum of four feet; the detached accessory dwelling unit does not exceed 800 square feet in size; the detached accessory dwelling unit does not exceed 16 feet in height; and the detached accessory dwelling unit meets all applicable building standards in Title 7 and all applicable sewage and water requirements. (Ords. 2020-01 § 2, 2017-25 § 2, 2017-11 § 2, 2011-05 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.008 Applications.

- (a) An application for an accessory dwelling unit permit must be submitted to the Department of Conservation and Development before a building permit application is submitted to the county. An application for a junior accessory dwelling unit permit must be submitted in the same manner and form as an application for an accessory dwelling unit permit.
- (b) An application for an accessory dwelling unit permit must be made in writing and contain the following information:
 - (1) Name(s) and address(es) of applicant(s) and property owner(s).
 - (2) Address and assessor's parcel number for the lot.
 - (3) Size, indicating dimensions and square footage of the primary dwelling unit and the proposed accessory dwelling unit.
 - (4) A legible scale drawing, showing:
 - (A) A north arrow to indicate lot orientation.
 - (B) Lot dimensions and labels for all property lines.
 - (C) Siting and location of the primary dwelling unit and the proposed accessory dwelling unit.
 - (D) Floor plan configuration of the primary dwelling unit and the proposed accessory dwelling unit.

- (E) All other existing improvements, including driveways and parking areas.
 - (F) Exterior design of the primary dwelling unit and the proposed accessory dwelling unit. "Exterior design" includes exterior features, such as entrances, windows, and roof.
- (5) Color photographs of the primary dwelling unit and surrounding properties taken from each of the property lines of the project site.
 - (6) Location and description of water and sanitary services for both the primary dwelling unit and the proposed accessory dwelling unit.
 - (7) Property owner's consent to physical inspection of the premises.
 - (8) A written legal description of the property. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.010 Location.

- (a) One accessory dwelling unit may be located on any lot in a single-family residential district (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100), a water recreation district (F-1), planned unit district (P-1) for residential uses, or a multiple-family residential district (M-6, M-9, M-12, M-17, and M-29).
- (b) One accessory dwelling unit may be located on any lot in an agricultural district (A-2, A-3, A-4, A-20, A-40, and A-80). If an accessory dwelling unit is proposed for a lot under a Williamson Act contract, an accessory dwelling unit will be allowed subject to the provisions of this chapter unless the Williamson Act contract prohibits an accessory dwelling unit or a residential second unit on the property.
- (c) No subdivision rights are authorized that would result in the accessory dwelling unit being located on a separate lot. (Ords. 2020-01 § 2, 2017-11 § 2, 2011-05 § 3, 2006-19 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.012 Development Standards.

- (a) Accessory Dwelling Unit Size.
 - (1) A detached accessory dwelling unit may not exceed the following size:
 - (A) 1,000 square feet in any zoning district where an accessory dwelling unit is allowed; except on a lot of 12,000 square feet or more, or in an agricultural district, or in the Kensington (-K) combining district.

- (B) 1,200 square feet on a lot of 12,000 square feet or more.
 - (C) 1,200 square feet in an agricultural district.
 - (D) In the Kensington (-K) combining district:
 - (i) 850 square feet if the accessory dwelling unit provides one bedroom;
 - (ii) 1,000 square feet if the accessory dwelling unit provides more than one bedroom.
- (2) An attached accessory dwelling unit may not exceed the smaller of the following sizes:
- (A) The size limitations specified in subsection (a) for detached accessory dwelling units.
 - (B) 50 percent of the living area of an existing primary dwelling unit or 800 square feet, whichever is larger.
- (b) **Living Provisions.** An accessory dwelling unit must provide complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
- (c) **Permanent Foundation.** A permanent foundation is required for all accessory dwelling units.
- (d) **Sewage and Water.** If a private sewage disposal system, water system, or both are proposed to be used, it must meet all applicable county regulations and be approved by the health officer before an accessory dwelling unit may be established. Verification that the standard has been met is required prior to final inspection.
- (e) **Architecture.** An accessory dwelling unit must have independent exterior access separate from that of the primary dwelling unit. The independent exterior access must be: located on the building side or building rear; or not visible from the street; or otherwise subordinate to the primary dwelling unit.
- (f) **Types of Accessory Dwelling Units.** An accessory dwelling unit may be attached to a primary dwelling unit or detached from a primary dwelling unit.
- (1) If an accessory dwelling unit is attached to a primary dwelling unit, the accessory dwelling unit must be an internal conversion of an attached garage or other area within the primary dwelling unit, or an addition to the primary dwelling unit.

- (2) If an accessory dwelling unit is detached from a primary dwelling unit, the accessory dwelling unit must be an internal conversion of a detached garage or other accessory building, or new construction. A detached accessory dwelling unit must be located on the same lot as the primary dwelling unit.
- (g) Garage Attached to a Detached Accessory Dwelling Unit. If a garage is attached to a detached accessory dwelling unit, the garage may not exceed the following sizes:
- (1) 500 square feet on lots of 20,000 square feet or less in all zoning districts where an accessory dwelling unit is allowed, except in an agricultural district.
 - (2) 600 square feet on lots larger than 20,000 square feet and smaller than five acres in all zoning districts where an accessory dwelling unit is allowed, except in an agricultural district.
 - (3) 800 square feet on lots of five acres or more.
 - (4) 800 square feet in an agricultural district.
- (h) Yards and Building Height.
- (1) An accessory dwelling unit must comply with all requirements relating to yards (front setbacks, side, and rear) and building height that are generally applicable to residential construction in the zone in which the property is located, except as otherwise provided in this subsection (h).
 - (2) A setback is not required for an accessory dwelling unit that is an internal conversion or that is constructed in the same location and to the same dimensions as an existing building.
 - (3) A setback of four feet from the side and rear lot lines is required for an accessory dwelling unit that is not an internal conversion and is not constructed in the same location and to the same dimensions as an existing building.
 - (4) An accessory dwelling unit permitted in the Kensington (-K) combining district may not exceed 16 feet in height.
- (i) Off-Street Parking.
- (1) A lot containing an accessory dwelling unit must provide an additional off-street

parking space to serve the accessory dwelling unit, except as otherwise provided in this subsection (i). The additional space may be within a setback area or in tandem, unless specific findings are made that parking in a setback area or in tandem is not feasible based on site or regional topographical or fire and life safety conditions.

- (2) Replacement parking spaces are not required if a garage, carport, or covered parking structure that provides off-street parking is demolished or converted in conjunction with the construction of an accessory dwelling unit.
- (3) No additional off-street parking is required for an accessory dwelling unit in any of the following instances:
 - (A) The accessory dwelling unit is located within one-half mile walking distance of public transit.
 - (B) The accessory dwelling unit is located within an architecturally and historically significant historic district.
 - (C) The accessory dwelling unit is an internal conversion.
 - (D) The accessory dwelling unit is located within a permit-parking area designated pursuant to Chapter 46-10 but an on-street parking permit is not available under that chapter to the occupant of the accessory dwelling unit.
 - (E) A car share vehicle pick-up location is within one block of the accessory dwelling unit. A “car share vehicle” has the same meaning as in Vehicle Code Section 22507.1. (Ords. 2020-01 § 2, 2017-25 § 3, 2017-11 § 2, 2011-05 § 4, 2008-09 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.014 Occupancy. No accessory dwelling unit or junior accessory dwelling unit may be rented or offered for rent for a term of less than 30 days. (Ords. 2020-01 § 2, 2017-25 § 4, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.016 Deed Restrictions. Before obtaining a permit authorizing the establishment of an accessory dwelling unit or junior accessory dwelling unit, the applicant shall do the following:

- (a) Enter into an agreement of restrictions with the county that refers to the deed under which the property was acquired by the applicant and provides the following:

- (1) The accessory dwelling unit or junior accessory dwelling unit shall not be sold separately.
 - (2) The accessory dwelling unit or junior accessory dwelling unit is restricted to the maximum size allowed under the permit.
 - (3) The restrictions are binding upon any successor in ownership of the property and lack of compliance may result in legal action by the county against the property owner.
- (b) Record the agreement with the county recorder.
- (c) Prepare a disclosure statement that shall be included in any future offer or sale documents. The statement shall read as follows:

“You are purchasing a property with a permit for an (junior) accessory dwelling unit. This permit carries with it certain restrictions that must be met by the owner of the property. You are prohibited from selling the (junior) accessory dwelling unit separately. The (junior) accessory dwelling unit is restricted to the maximum size allowed under the permit. The (junior) accessory dwelling unit may not be rented or offered for rent for a term of less than 30 days. The permit is available from the current owner or from the Contra Costa County Department of Conservation and Development.”

(Ords. 2020-01 § 2, 2017-25 § 5, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.018 Nonconforming Units. Notwithstanding the provisions of Ordinance Code Section 82-8.006, if the existing primary dwelling unit is a legal nonconforming unit, an accessory dwelling unit or junior accessory dwelling unit may be constructed only if the nonconformity is not expanded and the accessory dwelling unit or junior accessory dwelling unit meets all current applicable zoning and building standards. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

82-24.020 Fees. Fees for accessory dwelling unit permits and junior accessory dwelling unit permits will be in amounts established by the board of supervisors in the Department of Conservation and Development’s fee schedule. Accessory dwelling units and junior accessory dwelling units are subject to all applicable fees for new development. (Ords. 2020-01 § 2, 2017-11 § 2, 2003-17 § 3, 87-67 § 3.)

SECTION III. Section 26-2.2102 of the County Ordinance Code is amended to read:

26-2.2102 Decisions without public hearing. Unless otherwise required by this article, the zoning administrator may, without public hearing, decide applications for any of the following:

- (a) Variance permits pursuant to subsection 26-2.1204(1).
- (b) Minor subdivisions pursuant to subsection 26-2.1204(3) including applications for improvement exceptions.
- (c) After zoning administrator determination on it, any involved small lot application pursuant to subsection 82-10.002(c).
- (d) Wireless facility access permits pursuant to Chapter 88-24. (Ords. 2020-01 § 3, 2017-11 § 3, 2016-11 § 3, 2011-05 § 5, 95-51 § 3, 80-87 § 2: See Gov. C. § 65901.)

SECTION IV. Section 84-74.604 of the County Ordinance Code is amended to read:

84-74.604 Exemptions. The following developments are exempt from the requirements of this chapter:

- (a) Commercial buildings, churches, public buildings, or schools that meet all applicable code requirements.
- (b) One story accessory buildings with an area of less than one hundred twenty square feet sited within the applicable setbacks.
- (c) Repair or replacement of legally constructed residences destroyed or damaged by fire, explosion, act of God or the public enemy, or other accident or catastrophe, if both of the following conditions are satisfied:
 - (1) The siting and envelope are the same; and
 - (2) The application for repair or replacement is submitted within two years of the destruction.
- (d) Developments within the -K District for which application was accepted as complete before the effective date of this chapter.
- (e) Development within an existing building or structure that does not expand its envelope.

- (f) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 4, 2017-25 § 6, 2017-11 § 6, 2011-05 § 7, 2004-46 § 2.)

SECTION V. Section 84-74.606 of the County Ordinance Code is deleted in its entirety.

SECTION VI. Section 84-4.402 of the County Ordinance Code is amended to read:

84-4.402 Uses—Permitted. The following uses are allowed in an R-6 district:

- (1) A detached single-family dwelling on each lot and the accessory structures and uses normally auxiliary to it;
- (2) Crop and tree farming;
- (3) Publicly owned parks and playgrounds;
- (4) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or licenses, where no more than six persons reside or receive care, not including the licensee or members of the licensee's family or persons employed as facility staff;
- (5) A family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Bird enclosures in compliance with the provisions of Chapter 82-50.
- (7) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (8) Urban farm animal raising and keeping in compliance with the provisions of Chapter 82-50. (Ords. 2020-01 § 6, 2018-06, § 4, 2017-14, § 5, 2003-17 § 4, 86-43 § 2, 78-83 § 1, 77-51 § 2, 68-25 § 2: prior code § 8142(a): Ords. 1269 § 1, 1179 § 3, 1039, 1028, 382 § 4A.)

SECTION VII. Section 84-14.402 of the County Ordinance Code is amended to read:

84-14.402 Uses—Allowed. The following uses are allowed in the R-20 district:

- (1) A detached single-family dwelling on each lot and the accessory structures and

uses normally auxiliary to it;

- (2) Crop and tree farming, and horticulture;
- (3) A temporary stand for the sale of agricultural products grown on the premises, with two and one-half acres per stand, set back at least thirty-five feet from the front property line, and operated not more than three months in any calendar year;
- (4) Small farming, including the raising of poultry and rabbits or other grain-fed rodents, primarily for home consumption thereon;
- (5) Keeping livestock on lots forty thousand or more square feet in area (with at least forty thousand square feet for each two head of livestock) and all contiguous and in one fee ownership;
- (6) Publicly owned parks and playgrounds;
- (7) A residential care facility for the elderly, operated by a person with all required state and local agency approvals or licenses, where not more than six persons reside or receive care, not including the licensee or members of the licensee's family or persons employed as facility staff;
- (8) A family day care home where care, protection, and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (9) Aviaries, which shall be not over twelve feet high nor exceeding one square foot (not over 1600) in area for each fifty square feet of net land area per lot, and unless otherwise provided herein, shall be set back at least twenty-five feet from the front property line or any street line and at least ten feet from any side or rear property line, and shall be maintained in a sanitary manner as determined by the county health department;
- (10) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 7, 2018-06 § 5, 2017-11 § 4, 86-43 § 4, 78-83 § 2, 77-51 § 8, 68-25 § 2, 2033, 2032, 1768 § 2: prior code § 8146(a): Ord. 1269, 1179 § 8, 382 § 4V.)

SECTION VIII. Section 84-26.402 of the County Ordinance Code is amended to read:

84-26.402 Uses—Permitted. The following uses are allowed in an M-29 district:

- (1) A detached single family dwelling on each lot and the accessory structures normally auxiliary to it.
- (2) Duplex.
- (3) Multiple family buildings, but not including motels or hotels.
- (4) Crop and tree farming, not including retail nurseries or the raising or keeping of any animals other than ordinary household pets.
- (5) A foster family home or a small family home, as those terms are defined in Health and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.
- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) A residential care facility for the elderly, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside or members of the licensee's family or persons employed as facility staff.
- (8) Accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (9) Supportive housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside.
- (10) Transitional housing, operated by a person with all required state and local agency approvals and licenses, where not more than six persons reside. (Ords. 2020-01 § 8, 2017-14, § 7, 2003-17 § 6, 86-43 § 6, 78-83 § 3, 78-40 § 1, 72-44 § 2, 68-25 § 2, 1761, 1569 prior code § 8151(a); Ord. 1224.)

SECTION IX. Section 84-34.402 of the County Ordinance Code is amended to read:

84-34.402 Uses—Permitted. Uses permitted in the F-1 district shall be as follows:

- (1) A detached single-family dwelling on each lot and accessory structures and uses normally auxiliary to it;
- (2) Crop and tree farming, not including the raising or keeping of any animals other than ordinary household pets;

- (3) Noncommercial boating facilities with a maximum of two boat berths, provided that the boating facilities have adequate sanitary facilities provided on the lot onto which the boat berths are attached or on the piers which are attached to the subject lot. Also, for each boat berth there shall be provided two off-street parking spaces on the lot onto which the boat berth is attached. The residential off-street parking requirement may be used to satisfy the parking requirement for one boat berth;
- (4) Foster home or family care home operated by a public agency, or by a private agency which has obtained state or local approval (license) for the proposed operation, where not more than six minors reside on the premises with not more than two supervisory persons;
- (5) A family day care home where care, protection and supervision of twelve or fewer children in the provider's own home are provided for periods of less than twenty-four hours per day, while the parents or guardians are away;
- (6) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24. (Ords. 2020-01 § 9, 86-43 § 10, 68-25 § 2, 1958: Ord. 67-38 § 1 (part), 1967: prior code § 8154(a): Ords. 671, 613.)

SECTION X. Section 84-38.402 of the County Ordinance Code is amended to read:

84-38.402 Permitted. The following uses are allowed in an A-2 district:

- (1) All types of agriculture, including general farming, wholesale horticulture and floriculture, wholesale nurseries and greenhouses, mushroom rooms, dairying, livestock production, fur farms, poultry raising, animal breeding, aviaries, apiaries, forestry, and similar agricultural uses.
- (2) Other agricultural uses, including the erection and maintenance of buildings for the storage of agricultural products and equipment; sheds; warehouses; granaries; dehydration plants; hullers; fruit and vegetable packing plants; and agricultural cold storage plants on parcels at least ten acres in size.
- (3) A grower stand or farm stand.
- (4) A detached single-family dwelling on each parcel and the accessory structures and uses normally auxiliary to it.
- (5) A foster family home or a small family home, as those terms are defined in Health

and Safety Code section 1502(a), that has obtained all required state and local agency approvals and licenses.

- (6) A small family child care home or a large family child care home, as those terms are defined in California Code of Regulations, title 22, section 102352(f)(1), that has obtained all required state and local agency approvals and licenses.
- (7) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (8) A farmworker dwelling.
- (9) Farmworker housing complex. (Ords. 2020-01 § 10, 2017-14 § 9, 2007-23 § 3, 2006-19 § 4, 94-28 § 2, 86-43 § 13, 68-25 § 2, 1968, 1569, 1555, 1535: prior code § 8156(a): Ord. 1406.)

SECTION XI. Section 84-42.402 of the County Ordinance Code is amended to read:

84-42.402 Uses—Permitted. The following uses are allowed in an A-4 district:

- (1) All types of commercial, agricultural production, including general farming, wholesale horticulture and floriculture, livestock production, aviaries, apiaries, forestry and similar agricultural uses, excepting those uses requiring a permit in Section 84-42.404.
- (2) Those agricultural and compatible uses specifically agreed upon between the county and the landowner at the time of entering into the agreement and designated in writing within the agreement.
- (3) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24, provided a land use permit has been obtained pursuant to Section 84-42.404 for the detached single-family dwelling on the parcel.
- (4) A grower stand or farm stand.
- (5) A farmworker dwelling.
- (6) Farmworker housing complex. (Ords. 2020-01 § 11, 2017-14 § 11, 2007-23 § 5, 2006-19 § 7, 68-54 § 1 (part), 1968: prior code § 8169(a).)

SECTION XII. Section 84-80.402 of the County Ordinance Code is amended to read:

84-80.402 Uses—Allowed. The following uses are allowed in an A-20 district:

- (1) All types of agriculture, including general farming, wholesale horticulture and floriculture, dairying, livestock production and breeding, poultry and grain-fed rodent raising, aviaries, apiaries, forestry, and similar agricultural uses.
- (2) Other agricultural uses, including the erection and maintenance of sheds, warehouses, granaries, dehydration plants, hullers, fruit and vegetable packing plants, and buildings for the storage of agricultural products and equipment.
- (3) A grower stand or farm stand.
- (4) A detached single-family dwelling on each legally established lot and the accessory structures and uses normally auxiliary to it.
- (5) Accessory dwelling units and junior accessory dwelling units in compliance with the provisions of Chapter 82-24.
- (6) A farmworker dwelling.
- (7) Farmworker housing complex. (Ords. 2020-01 § 11, 2017-14 § 15, 2007-23 § 7, 2006-19 § 10, 79-108.)

SECTION XIII. 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 Contra Costa Times, a newspaper published in this County.

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PASSED on january 21 2020, by the following vote:

AYES: Gioia, Andersen, Burgis, Mitchoff, Glover

NOES: None

ABSENT: None

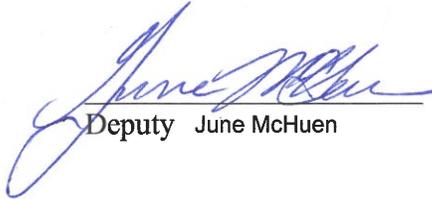
ABSTAIN: None

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



Board Chair Candace Andersen

By:



Deputy June McHuen

[SEAL]

KCK:

H:\Client Matters\2020\DCD\Ordinance No. 2020-01 Accessory Dwelling Units.wpd

Attachment A: Comparison of Existing vs Revised ADU Ordinance

January 21, 2020

	Existing 2017 ADU Ordinance	Revised 2020 ADU Ordinance
Permitting Procedure	Ministerial, except that a discretionary ADU permit may be issued for an ADU that deviates from certain development standards (standards denoted by a *)	Ministerial
Location	Single-Family Districts, Residential Planned Unit Districts, Multiple-Family Districts, Agricultural Districts	Same, plus Waterfront Recreational District
Minimum Lot Size	*Countywide: 6,000 ft ² *Kensington: 10,000 ft ²	No requirement
Maximum Lot Coverage	25 to 40%, depending on district	No requirement
Junior ADUs	No; regular ADUs only	Yes; internal conversion of up to 500 ft ² within an existing single-family dwelling; can be combined with or in addition to a regular detached ADU on same lot
Maximum Size - Detached ADU	Countywide: 1,000 ft ² on lots less than 12,000 ft ² 1,200 ft ² on lots of 12,000 ft ² or more or in -A districts *Kensington: 600 ft ² , or up to 1,000 ft ² with a discretionary permit	Countywide: 1,000 ft ² on lots less than 12,000 ft ² 1,200 ft ² on lots of 12,000 ft ² or more or in -A districts Kensington: 850 ft ² for 1 bedroom 1,000 ft ² for 2+ bedrooms
Maximum Size - Attached ADU	50% of living area of primary dwelling unit or the applicable size limitation for a detached ADU on the same lot, whichever is less	50% of living area of primary dwelling unit or the applicable size limitation for a detached ADU on the same lot, whichever is less, but not less than 800 ft ²
Maximum Height	*Countywide: Same as primary dwelling unit *Kensington: 14 ft	Countywide: Same as primary dwelling unit Kensington: 16 ft
Multiple-Family Dwellings	1 internal conversion	At least 1 internal conversion and not more than 25% of number of existing multiple-family units in the dwelling
Lots with Multiple-Family Dwellings	1 detached ADU	Up to 2 detached ADUs with 4 ft side and rear yards and not more than 800 ft ² in size and 16 ft in height
Exterior Appearance	Must be architecturally compatible with primary dwelling or surrounding neighborhood; separate entrance not visible from street	Separate entrance not visible from street
Side and Rear Yards	Same as primary dwelling unit	4 ft
Setbacks and Yards Not Required	Internal conversion	Internal conversion or new construction within footprint of existing building
Replacement Parking for Conversion of Garage, Carport, or Covered Parking Structure	Required	Not required
Owner-occupied	Primary dwelling unit and ADU may not be rented at the same time	Only required for junior ADUs
Short-term Rentals	Prohibited	Prohibited

ATTACHMENT B: CONTRA COSTA COUNTY ACCESSORY DWELLING UNIT ORDINANCE SUMMARY
 ORDINANCE NO. 2020-01
 (effective February 21, 2020)

	Junior ADU	Single-Family ADU			Multi-Family ADU	
ADU Type	Internal Conversion	Internal Conversion	Attached (addition)	Detached	Internal Conversion	Detached
Permit Processing	Ministerial					
Zoning	Residential or Mixed-Use Zoning Districts Single-family Residential (R-6, R-7, R-10, R-12, R-15, R-20, R-40, R-65, and R-100) Water Recreation (F-1) Planned Unit (P-1) for residential uses Multiple-family Residential (M-6, M-9, M-12, M-17, and M-29) Agricultural (A-2, A-3, A-4, A-20, A-40, and A-80)					
Primary Unit Type	Proposed or existing single-family dwelling				Existing multi-family dwelling	
Number of Units Allowed	1	1			At least 1 and not more than 25% of the number of existing multiple-family units in the dwelling	2
Max Size (ft ²)	500	50% of the living area of the existing primary dwelling unit or the applicable size limitation for a detached ADU on the same lot, whichever is less, but not less than 800	<ul style="list-style-type: none"> •1,000 on lots less than 12,000 ft² •1,200 on lots of 12,000 ft² or more or in A- districts •In -K district, 850 for 1 bedroom and 1,000 for 2+ bedrooms 		Within the non-livable space of the existing multiple-family dwelling	800
Max Height (ft)	n/a	n/a	<ul style="list-style-type: none"> •Applicable height limitation for residential construction in underlying zoning district, except in -K district •In -K district, 16 		n/a	16
Side/Rear Setbacks (ft)	n/a	n/a	4	4	n/a	4
Parking Requirements	None	None	1 additional off-street parking space, unless an exception applies		None	None
Short-Term Rentals	Prohibited					



Department of Conservation and Development

County Planning Commission

Wednesday, December 11, 2019 – 7:00 .P.M.

STAFF REPORT

Agenda Item #6a

As revised by County Planning Commission on December 11, 2019

(Addition shown with double underlining)

Project Title:	County-Initiated Zoning Text Amendment, Chapter 82-24
County File:	ZT19-0005
Applicant/Owner:	Contra Costa County
Zoning/General Plan:	Countywide
Site Address/Location:	Countywide
California Environmental Quality Act (CEQA) Status:	CEQA Statutory Exemption, Section 15282(h) and common sense exemption, Section 15061(b)(3)
Project Planner:	Stan Muraoka, AICP, Senior Planner (925) 674-7781
Staff Recommendation:	Adopt a motion recommending Board of Supervisors approval (See Section II for Full Recommendation)

I. PROJECT SUMMARY

This is a County-initiated zoning text amendment to revise the Accessory Dwelling Unit Ordinance, Chapter 82-24 of the County Ordinance Code, to comply with recent legislated changes to the California Government Code. These changes include revisions of Government Code Sections 65852.2 related to the processing of accessory dwelling units and junior accessory dwelling units, 65852.22 related to specific requirements for junior accessory dwelling units, and 65852.26 that allows the sale of an accessory dwelling unit of a qualified nonprofit corporation to a qualified buyer. The revised Accessory Dwelling Unit Ordinance authorizes accessory dwelling units and junior accessory dwelling units, establishes a procedure for review and approval to ensure and maintain healthy and safe residential living environments, and establishes location and development standards.

II. RECOMMENDATIONS

Department of Conservation and Development, Community Development Division (CDD) staff recommends that the County Planning Commission ADOPT a motion recommending that the Board of Supervisors:

- A. FIND for purposes of compliance with the California Environmental Quality Act (CEQA) that the proposed zoning text amendment is statutorily exempt under CEQA Guidelines Section 15282(h) that exempts the adoption of an ordinance regarding second units, and is also exempt under the common sense exemption, CEQA Guidelines Section 15061(b)(3), because CEQA only applies to projects that have the potential for causing a significant impact on the environment.
- B. FIND that the proposed zoning amendment to revise County Ordinance Code Chapter 82-24 is consistent with the County General Plan.
- C. ADOPT the proposed zoning amendment to revise Chapter 82-24 that complies with the provisions of California Government Code Sections 65852.2, 65852.22, and 65852.26.
- D. Direct staff to file a Notice of Exemption with the County Clerk.

III. BACKGROUND

ZT02-0007: On June 3, 2003, the Board of Supervisors repealed Chapter 82-24 of the County Code and replaced it with a new Chapter 82-24 to allow revisions in accordance with Government Code Section 65852.2. The new ordinance authorized residential second units, established location and development standards for second units, and required second unit permits to be considered ministerially without discretionally review or public hearing.

ZT05-0002: On June 6, 2006, the Board of Supervisors approved a text amendment to several Chapters of the County Code relating to residential second units and agricultural zoning districts. Previously, second units were allowed only within residential zoning districts. The text amendment allowed second units in agricultural zoning districts.

ZT07-0001: On April 1, 2008, the Board of Supervisors approved a zoning text amendment to increase the allowable size of a second unit on a parcel of five acres

or more zoned for agricultural uses to allow 1,200 square feet, and if the unit is attached to an accessory structure, increase the maximum size of such structure to 800 square feet.

ZT10-0002: On March 15, 2011, the Board of Supervisors approved a text amendment to allow a) increase for accessory structures, b) more flexibility as it related to the location of the second unit, c) require second units to be architecturally compatible with the neighborhood, rather than with the main residence, d) allow for a discretionary permit review for seconds units that do not meet certain development standards, e) amended the Kensington Ordinance to exempt second unit if seconds units are internally constructed and do not result in the increase of the building envelope of the structure.

ZT16-0004: On May 23, 2017, the Board of Supervisors repealed Chapter 82-24 of the County Code relating to Residential Second Units and replaced it with a new Chapter 82-24 for Accessory Dwelling Units in accordance with changes to Government Code Section 65852.2. The new ordinance provided more flexibility for the establishment of accessory dwelling units.

On October 17, 2017, the Board of Supervisors approved a text amendment to allow a) accessory dwelling units of up to 1,200 sq. ft. except in Kensington, and b) allow accessory dwelling units up to 1,000 sq. ft. on lots larger than 10,000 sq. ft. under the Kensington design review procedures.

IV. STATE LEGISLATION

Assembly Bill 68, Assembly Bill 587, Assembly Bill 881, and Senate Bill 13 were approved by the Governor on October 9, 2019. These Bills become effective on January 1, 2020. Assembly Bill 68, Assembly Bill 881, and Senate Bill 13 revise Government Code Section 65852.2, which regulates the processing of accessory dwelling units (ADUs) and junior ADUs. The intent of the state legislation is to remove discretionary review of ADUs. Assembly Bill 68 also revises Government Code Section 65852.22, which includes specific requirements for junior ADUs. Assembly Bill 587 revises Government Code Section 65852.26, whereby a local government may allow the sale of an ADU of a qualified nonprofit corporation to a qualified buyer.

V. REVISED ACCESSORY DWELLING UNIT ORDINANCE

The proposed revised Accessory Dwelling Unit Ordinance includes changes required

by Government Code Section 65852.2, and references Government Code Section 65852.22 in the definition of a “Junior Accessory Dwelling Unit.” The proposed revised Ordinance does not reference Government Code Section 65852.26 related to the sale of an ADU to a qualified buyer as it is a policy decision and not a statutory requirement. Thus, the proposed revised Accessory Dwelling Unit Ordinance is consistent with the changes to Government Code Sections 65852.2, 65852.22, and 65852.26, and includes the following changes.

- A. Junior ADUs. The revised Ordinance allows for one ADU or one Junior ADU as an internal conversion on a single-family residential lot. Pursuant to Government Code Section 65852.22, a Junior ADU is an internal conversion of an existing single-family residence that can have separate sanitation facilities or share sanitation facilities with the existing residence.
- B. ADUs on Multiple-Family Lots. The revised Ordinance allows at least one ADU in an existing multiple-family building up to 25 percent of the existing multiple-family dwelling units. The revised Ordinance also allows up to two detached ADUS on a multiple-family residential lot.
- C. Changes to ADU Development Standards. There are a number of changes to ADU development standards that are now included in Government Code Section 65852.2.
 1. Minimum Lot Size. The revised Ordinance does not include a minimum lot size requirement.
 2. Lot Coverage. The revised Ordinance does not include a limit on lot coverage.
 3. ADU Size. An ADU of up to 850 sq. ft. and up to 1,000 sq. ft. for an ADU that provides more than one bedroom is allowed in the Kensington (-K) combining district.
 4. Building Height. The revised Ordinance allows a detached ADU with a maximum height of 16 feet in the Kensington combining district.
 5. Setbacks and Yards. Side and rear yards of four feet are allowed for a new detached ADU, an ADU that is an addition to an existing residence, and an ADU that is an addition of an existing accessory structure.

There are no setback or yard requirements for a new ADU structure constructed in the same location and to the same dimensions as an existing structure that has been converted into an ADU.

6. Parking. The parking requirement is waived for an ADU that is an internal conversion.

Replacement of parking spaces is not required for a garage, carport, or covered parking structure that has been converted to an ADU or one that is demolished and replaced by a new ADU structure.

7. Deed Restrictions. Renting the ADU or Junior ADU cannot be for a term of less than 30 days.

The proposed revised Accessory Dwelling Unit Ordinance includes one change that is not related to the changes to Government Code Sections 65852.2, 65852.22, and 65852.26.

8. Location. The F-1 Water Recreation District is added as a location for an ADU, as a single-family residence is an allowed use in the F-1 District.

VI. STAFF ANALYSIS

- A. General Plan Consistency: The proposed revised Accessory Dwelling Unit Ordinance is consistent with the General Plan, as discussed below.

The Housing Element, of the County General Plan, includes eight general goals for housing. By facilitating the development of ADUs and Junior ADUs, the proposed Ordinance is consistent all of the eight goals. The revised Ordinance will specifically promote the following goals:

Goal 1: Maintain and improve the quality of the existing housing stock and residential neighborhood in Contra Costa County.

Goal 2: Preserve the existing affordable housing stock in Contra Costa County.

Goal 3: Increase the supply of housing with a priority on the development of affordable housing.

Goal 4: Increase the supply of appropriate and supportive housing for the special needs populations.

- B. Zoning Compliance: The proposed revised Accessory Dwelling Unit Ordinance amends Chapter 82-24 of the County Ordinance Code. As proposed, the revised Ordinance allows the creation of Junior ADUs on single-family residential lots as an internal conversion of the primary residence, updates requirements for the location and development standards for ADUs and Junior ADUs to ensure health, safety and general welfare of the community, and allow the sale of ADUs of a qualified nonprofit corporation to a qualified buyer. The revised Ordinance will be consistent with the Government Code and will not conflict in any manner with the County Zoning Code.

VII. CONCLUSION

The proposed revised Accessory Dwelling Unit Ordinance is consistent with Government Code Sections 65852.2, 65852.22, and 65852.26, as well as the County General Plan and Zoning Code. Staff recommends adoption of a motion to the Board of Supervisors for approval of the revised Ordinance.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: January 21, 2020

Subject: Policy Regarding Language Interpretation Services at Board of Supervisors Meetings

RECOMMENDATION(S):

CONSIDER accepting a report and recommendations on Language Interpretation Services at Board of Supervisor Meetings.

FISCAL IMPACT:

Unknown fiscal impact.

BACKGROUND:

Currently, there is no formal process for providing language interpretation services at the Contra Costa County Board of Supervisors meetings. If a member of the public speaks at public comment and they are more comfortable speaking a language other than English, they historically have brought a language interpreter with them for assistance. Upon approaching the podium to address the Board of Supervisors, the Clerk doubles the speaker's time in order to allow both the speaker, in their preferred language, and the English interpreter to address the Board of Supervisors. This method of interpretation is referred to as "consecutive interpretation".

In 2019 Staff presented to the Internal Operations Committee (IOC) at two of their monthly meetings (both IOC reports attached). Staff researched how Bay Area counties and the Cities of Concord, San Ramon and Richmond encourage public

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Jami Napier,
335-1908

cc:

BACKGROUND: (CONT'D)

participation in Board meetings. Most counties and cities surveyed have limited experiences with translation services. Among jurisdictions that accept requests for interpretation services, there is consensus that at least a 72-hour advance request for interpretation services is needed.

Staff researched types of available technology for providing interpretation services. Next, staff examined whether it would be feasible to incorporate new technology into the board chambers at 651 Pine Street or whether implementing the technology in new County Administration building to open at 1025 Escobar would be more time and cost effective.

After meeting with the Department of Information Technology and examining the types of technology needed for interpretation equipment, it was determined that some new technology would be built into the new building at 1025 Escobar. Staff examined the various technology options for interpretation services and determined that it would not be possible to research, purchase, test, and implement new technology into the current building before June 2020; the anticipated time for the opening of the new administration building.

It is anticipated that improved interpretation equipment will be implemented in the new Board Chambers during 2020. The Clerk of the Board Division will also secure its own contract with Language Line, the service provider the Contra Costa Employment and Human Services (EHSD) department uses for hiring interpreters. By obtaining both the equipment and a contract for on-call interpreters this will enable the Board of Supervisor meetings to provide additional requested services to the public of Contra Costa County. This roll-out would include adding the policy to the County website and working with the Office of Communication and Media on how to communicate the new policy and procedures to the public.

The Internal Operations Committee comprised of Supervisors Burgis and Andersen also directed staff to explore the feasibility of providing Board of Supervisors in Spanish as well as English. Written materials translation from English to Spanish is charged per word. Language Line, the vendor EHSD contracts with charges \$.19 per word for English to Spanish translation. A 26-page meeting agenda that has approximately 7,800 words and would cost \$1,482. Twenty-six-page agendas are common with many Board of Supervisor meetings having over 100 items on the agenda. A shorter agenda of roughly 75 items could be closer to 6,000 words (approximately 20 pages). This English to Spanish translation would cost \$1,140.

The County Administrators' Office's Divisions of Clerk of the Board and DoIT will continue to work on developing the plan of implementation and associated costs and return to the Board as part of the 2020/21 Budget Progress.

CONSEQUENCE OF NEGATIVE ACTION:

There will not be a policy for residents to request interpretation services at Board of Supervisors meetings.

CLERK'S ADDENDUM

Speakers: Daniel Safran, CCIRA; Linda Olvera, CCC United Latino Voices; Tony; Ali Saidi, Contra Costa Defenders Association, Contra Costa Immigrant Rights Alliance; Dick Offerman, CCIRA.

ATTACHMENTS

9-9-19 IOC report on Interpretation Services

12-9-19 IOC report on Interpretation Services



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

6.

Meeting Date: 09/09/2019

Subject: Policy Regarding Policy Regarding Language Interpretation Services at Board of Supervisors Meetings

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: IOC 19/13

Referral Name: Policy Regarding Language Interpretation Services at Board of Supervisors Meetings

Presenter: Jami Napier, Chief Asst Clerk of the Board **Contact:** Jami Napier, 925-335-1908

Referral History:

Currently, there is no formal process for providing language interpretation services at the Contra Costa County Board of Supervisors meetings. If a member of the public speaks at public comment and they are more comfortable speaking a language other than English, they historically have brought a language interpreter with them for assistance. Upon approaching the podium to address the Board of Supervisors, the Clerk doubles the speaker's time in order to allow both the speaker, in their preferred language, and the English interpreter to address the Board of Supervisors. This method of interpretation is referred to as "consecutive interpretation".

In Contra Costa County, several departments utilize language translation and interpretation services from one vendor (Language Line). For example, the Employment and Human Services Department has a contract for up to \$1,250,000 to provide telephone interpretation, on-site interpretation, and document translation services. Additionally, other county departments, including the District Attorney, Health Services, and the Clerk-Recorder-Elections Department also use language interpretation services from Language Line.

To better serve the residents of Contra Costa County and encourage public participation in Board meetings, the Chair of the Board of Supervisors requested a study and report on language accommodations for Board of Supervisors meetings in the other Bay Area Counties.

Referral Update:

The Chief Assistant Clerk of the Board conducted a survey of Bay Area counties and received responses from four local counties: Alameda, Marin, Santa Clara, and Solano. The four responding counties request a 72-hour advance notice for language interpretation services from individuals planning to attend a Board of Supervisors meeting. All four counties currently provide language accommodations in varying degrees, as summarized below.

Contracts with Neighboring Counties: Overview and Administration

- **Alameda County** Clerk of the Board, through administration, has contracts with two vendors and provides services in both American Sign Language and Spanish upon a 72-hour advance request.
- **Marin County** Clerk of the Board has one contract through their administration office and can provide translation services in both Spanish and other languages, also with a 72-hour advance request.
- **Santa Clara County** Clerk of the Board through their executive office has multiples contracts with translation vendors. The Clerk of the Board uses Mandarin, Spanish and other language translators.
- **Solano County** Clerk of the Board reports that they do not have a contract to provide language translation services, but citizens can request a Spanish translator with a 72-hour advance request.

Vendor Services and Pricing

The costs for services will vary with the breadth of the contract. Costs tend to be on an hourly or as-needed basis. Among the counties surveyed, there is a consensus that in person interpretation services have a two-hour minimum time length. All counties evaluated, with the exception of Santa Clara, have limited experience with translation services. The costs provided below are based on information provided by customers of other existing service contracts, rather than by the vendors. The costs are provided only for benchmarking and discussion purposes, and do not constitute a bid or proposal from the vendors discussed below.

In-Person and On-Site Interpretation

Language Line, the vendor Contra Costa County Employment and Human Services uses for interpretation services has a 2-hour minimum for on-site services.

Language Line On-Site Service Prices	
Tier 1 – Spanish	\$60/hour
Tier 2 – Standard Languages	\$60/hour
Tier 3 – American Sign Language	\$70/hour
Tier 4 – Rare Languages	\$80/hour

A few examples of standard languages are Cantonese, Mandarin and Tagalog. Rare languages include Burmese, Mongolian and Tongan.

Linguistica, the vendor that Marin County Clerk of the Board uses for interpretation services also has a 2-hour minimum for on-site interpretations/in-person services.

Linguistica On-Site Service Prices	
Spanish	\$65/hour
All other languages	\$75/hour

Telephone Interpretation

Voiance is utilized by Santa Clara County to provide over-the-phone interpretation. Voiance contractors charge a rate of \$0.59 per minute and list over 60 languages in the contract.

<u>Voiance Telephone Service Prices</u>	
60 languages	\$0.59/minute (equivalent to \$35.40/hour)

Written Materials Translation

Language Line, the vendor the Contra Costa Employment and Human Services uses has written materials translation fees in their contract. With a \$60 minimum, the charges are per word.

<u>Language Line Written Materials Prices</u>	
Spanish	\$.19/word
Cantonese & Mandarin	\$.24/word
Tagalog	\$.25/word

As an example, a Board of Supervisors meeting agenda is on average 26 pages. There are approximately 300 words per page for an agenda. The cost for a Spanish translation of a 7,800 words is \$1,482.00

A discussion item board report can be from one to one-hundred pages long with 400-500 words on a page. A ten-page board report with 400 words on a page would cost \$960.00 to translate.

Recommendation(s)/Next Step(s):

1. ACCEPT report regarding the use of translation and interpretation services by other counties;
2. DETERMINE whether or not the County should adopt a policy related to interpretation and/or translation services;
3. DIRECT staff to draft a policy on language interpretation services for Board of Supervisors meetings, if the Internal Operations Committee determines that a policy is needed.

Fiscal Impact (if any):

Unknown fiscal impact.

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

9.

Meeting Date: 12/09/2019

Subject: Policy Regarding Policy Regarding Language Interpretation Services at Board of Supervisors Meetings

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.: IOC 19/13

Referral Name: Policy Regarding Language Interpretation Services at Board of Supervisors Meetings

Presenter: Jami Napier, Chief Asst Clerk of the Board **Contact:** Jami Napier, 925-335-1908

Referral History:

Currently, there is no formal procedure or process for providing language interpretation services at the Contra Costa County Board of Supervisors meetings. If a member of the public speaks at public comment and they are more comfortable speaking a language other than English, they historically have brought a language interpreter with them for assistance. Upon approaching the podium to address the Board of Supervisors, the Clerk doubles the speaker's time in order to allow both the speaker, in his/her preferred language, and the English interpreter to address the Board of Supervisors. This method of interpretation is referred to as "consecutive interpretation".

Several County departments utilize language translation and interpretation services from one vendor, LanguageLine. For example, the Employment and Human Services Department (EHSD) has a contract for up to \$1,250,000 to provide telephone interpretation, on-site interpretation, and document translation services. Additionally, other County departments, including the Conservation and Development, District Attorney, Health Services, and the Clerk-Recorder/Elections Departments also use language interpretation services from LanguageLine.

To better serve the residents of Contra Costa County and encourage public participation in Board meetings, the Chair of the Board of Supervisors requested a study and report on language accommodations for Board of Supervisors meetings in the other Bay Area counties.

In September 2019, the Internal Operations Committee accepted a staff report on the prospect of providing language interpretation services at the Board of Supervisors meetings. The committee acknowledged that the services could not be implemented until staff relocates to the new Administration Building. In the meantime, the committee directed staff to conduct further research on the options that would be available and report back to the committee. The direction given to staff was to determine:

- More information about the County’s experience with its current vendor, LanguageLine, including:
 - Whether the County would need to pay a retainer for services;
 - The County Employment and Human Services Division (EHSD)’s experience with LanguageLine;
 - The different methods of providing services – telephone, in-person, etc; and
- Alternatives to using the current vendor, including renting or buying multichannel translation equipment.

Staff was also directed to obtain additional information from cities within Contra Costa County, specifically Richmond, Concord and San Ramon. And, finally staff was directed to identify next steps to prepare or draft a bid for services.

Referral Update:

County’s Experience with LanguageLine

The County’s LanguageLine representative spoke in length with staff regarding the County’s current services and how best to incorporate the Board of Supervisors meetings. LanguageLine confirmed there would be no retainer for services. The Clerk of the Board of Supervisors would be invoiced only for services used. A new contract would not be required; LanguageLine will agree to add an addendum to address the Board of Supervisors meeting requirements. The terms and conditions would mirror the agreement the County has with EHSD. In addition to EHSD, the County departments of Conservation and Development, Clerk-Recorder/Elections and the District Attorney also use LanguageLine services.

Currently, County departments use a full suite of LanguageLine services: telephone, video, in-person and written services. The major Contra Costa County customer is the Medi-Cal / CalFresh call center, with EHSD face-to-face services at field offices being the second highest user of language access services. Video interpreting services are also used via an iPad at County offices. Like Skype services, video interpreting is an excellent way to provide American Sign Language (ASL) services. Contra Costa County uses the full contracted amount of funds from the LanguageLine contract annually. There is a 2-hour minimum for on-site services and the interpreter also gets reimbursed for gas mileage.

Recall from our September report the LanguageLine costs for In-Person, On-Site Interpretation, with a two hour minimum for on-site services, and for Written Materials Translation with a \$60 minimum:

<u>Language Line On-Site Service Prices</u>	
Tier 1 – Spanish	\$60/hour
Tier 2 – Standard Languages	\$60/hour
Tier 3 – American Sign Language	\$70/hour
Tier 4 – Rare Languages	\$80/hour

<u>Language Line Written Materials Prices</u>	
Spanish	\$.19/word
Cantonese & Mandarin	\$.24/word
Tagalog	\$.25/word

As examples, (1) a Board of Supervisors meeting agenda is on average 26 pages; there are approximately 300 words per page for an agenda; the cost for a Spanish translation of a 7,800 words is \$1,482.00; and (2) a discussion item board report can be from one to one-hundred pages long with 400-500 words on a page; a ten-page board report with 400 words on a page would cost \$960.00 to translate.

Purchasing or Renting Multichannel Translation Equipment

Another option would be to purchase a translation system. Contra Costa County can purchase a multichannel translation system with an interpreter model. Headsets are included, with the average of 10 headsets per system. Systems range in cost from a \$1,000 to \$25,000 depending upon the brand, number of simultaneous languages, and number of receivers. Renting headsets may not cost-effective, and would require contracting with a vendor each time services are needed.

City Experience Providing Translation Services

Staff contacted the City Clerk departments of Richmond, Concord and San Ramon. The Senior Assistant City Attorney and Americans with Disabilities Act (ADA) coordinator for Richmond said the City doesn't have a policy in place but is working on an Equal Access Ordinance. It is unclear if the ordinance will address language interpretation at council meetings or if it is more general. Currently, Richmond has the same practice as Contra Costa County where they double the time allowed for public comment when a non-speaker of English approaches the council in order to allow for time to translate to English.

The City of San Ramon Deputy Clerk stated that they do not staff formal interpreters or translators at their City Council meetings.

The City of Concord City Clerk said that while they have no formal policy, but they provide services as needed. Concord has a relationship with Monument Impact, a community-based nonprofit dedicated to "building skills, resources and power within immigrant, refugee and low-income communities in Concord". When there is an item on the City of Concord agenda that may have numerous of Spanish-speaking public in attendance, the City of Concord hires an interpreter and borrows headsets from Monument Impact. The interpreter stands in the back of the Council Chambers and provides simultaneous interpretation to those members of the public that are wearing headsets. While this is not a formal policy, the relationship the City Clerk has with Monument Impact is a benefit to the public for their City Council meetings.

As reported last September, the Chief Assistant Clerk of the Board conducted a survey of Bay Area counties and received responses from four local counties: Alameda, Marin, Santa Clara, and Solano. The four responding counties request a 72-hour advance notice for language interpretation services from individuals planning to attend a Board of Supervisors meeting. All four counties currently provide language accommodations in varying degrees, as summarized below.

Contracts with Neighboring Counties: Overview and Administration

The costs for services will vary with the breadth of the contract. Costs tend to be on an hourly or as-needed basis. Among the counties surveyed, there is a consensus that in person interpretation services have a two-hour minimum time length. All counties evaluated, with the exception of Santa Clara, have limited experience with translation services.

- **Alameda County** Clerk of the Board, through administration, has contracts with two vendors and provides services in both American Sign Language and Spanish upon a 72-hour advance request.
- **Marin County** Clerk of the Board has one contract through their administration office and can provide translation services in both Spanish and other languages, also with a 72-hour advance request.
- **Santa Clara County** Clerk of the Board through their executive office has multiples contracts with translation vendors. The Clerk of the Board uses Mandarin, Spanish and other language translators.
- **Solano County** Clerk of the Board reports that they do not have a contract to provide language translation services, but citizens can request a Spanish translator with a 72-hour advance request.

Recommendation(s)/Next Step(s):

1. ACCEPT report update on further study of potential services and exploration of policies or procedures in Contra Costa cities.
2. DETERMINE whether there is enough information to direct staff to draft a policy or bid related to interpretation services, or if more research required.

Fiscal Impact (if any):

Unknown fiscal impact.

Attachments

No file(s) attached.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: Interview 6 applicants for Clerk Recorder

RECOMMENDATION(S):

- Interview six Clerk-Recorder applicants and consider selecting one or more Finalists;
- ADOPT Resolution 2020/26 authorizing and directing the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an economic disclosure statement (Form 700) from the Finalist(s) and
- Direct the County Administrator to report to the Board on Tuesday, February 4, 2020, on whether there are any results of the background check that would prevent the Board of Supervisors from appointing the Finalist(s) to the position of Clerk-Recorder.

FISCAL IMPACT:

No fiscal impact.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Jami Napier
925.335.1908

cc:

BACKGROUND:

With the resignation of Clerk-Recorder Joe Canciamilla, the Board of Supervisors established a process for recruitment of applicants. The application process closed on December 16, 2019, with 22 Applicants meeting the minimum qualification to be considered for the position of Contra Costa County Clerk-Recorder. The statutory requirements for the position are that Applicants must be 18 years of age, a citizen of California, and a resident and registered voter of Contra Costa County at the time of appointment.

The Board of Supervisors established the next steps in the timeline to fill the position of Clerk-Recorder. On Friday, December 20, 2019, copies of the applications were given to the Board of Supervisors and all applications that met the minimum qualifications were made available to the public on the County Website at www.contracosta.ca.gov/7694 and in the Clerk of the Board's Office at 651 Pine Street, 1st Floor, Room 106, Martinez, CA 94553

On Tuesday, January 14, 2020, the Board of Supervisors selected six Finalists to interview. The six Finalists (in alphabetical order) are:

- Catherine Baker
- Kristin Connelly
- Deborah Cooper
- Mark Friedman
- Scott Konopasek
- Karen Mitchoff

On Tuesday, January 21, 2020, starting at 1:00 PM, the Board of Supervisors will interview each of the six Finalists.

Upon completion of the interviews the Board of Supervisors will consider selecting one or more Finalists for the Clerk-Recorder position. At that time, the Board of Supervisors will also direct the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an Economic Disclosure Statement (Form 700) from the Finalist(s).

It has been the practice in the County to obtain criminal history information, under the authority of Penal Code, section 11105 (b) (11), before filling a vacancy in an elected office. This allows the County to verify that the person selected is not disqualified from holding office by the Constitution or state statute. Adoption of Resolution 2020/26 will authorize the County Administrator to seek and obtain criminal history and other background information pertaining to the Finalists.

At the February 4, 2020, Board of Supervisors Meeting, the County Administrator will report on whether there are any results of the background check that would prevent the Board of Supervisors from appointing a Finalist(s) to the position of Clerk-Recorder. The Board will then consider appointing the Contra Costa County Clerk-Recorder.

CLERK'S ADDENDUM

Speakers: Michael Nye, President of Council of Retired Americans; Dan Romero, Hercules Councilman; Gabe Quinto, El Cerrito Councilman; Wendy Kate Collins; Rosemary Kirbach; Joshua Anijer, Contra Costa Labor Council; David Brown, resident of Walnut Creek; Jess Jollett, Lift Up Contra Costa Action; Ali Saidi, Defenders Association; Nadine Pegrucelin; Chuck Waters; Stephen Weir, former Clerk-Recorder. Written commentary was provided by (attached): Tom Blanks; Ryan Ronco, Placer County Clerk-Recorder-Registrar of Voters; Stephen L. Weir, retired Clerk-Recorder of Contra Costa; Deborah R. Cooper, applicant; Richard Seithel, resident of Antioch; Mark A. Lunn, Clerk-Recorder, County of Ventura; Candace J. Grubbs, County Clerk-Recorder, Butte County.

SELECTED Deborah Cooper as the Finalist;

ADOPTED Resolution 2020/26 authorizing and directing the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an economic disclosure statement (Form 700) from the Finalist(s) and

DIRECTED the County Administrator to report to the Board on Tuesday, February 4, 2020, on whether there are any results of the background check that would prevent the Board of Supervisors from appointing the Finalist to the position of Clerk-Recorder.

AGENDA ATTACHMENTS

Resolution 2020/26

MINUTES ATTACHMENTS

Signed Resolution No. 2020/26

Correspondence Received

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/26

IN THE MATTER OF obtaining criminal history and other background information for finalists for the position of County Clerk-Recorder.

WHEREAS, the Board, as appointing authority for the position of County Clerk-Recorder, finds that it is necessary to obtain criminal history and other background information about applications for that position (which became vacant on October 31, 2019) and directs the County Administrator to do so; and WHEREAS, such information is necessary to assist the Board in fulfilling its duties with respect to the appointment of the County Clerk-Recorder, and to assure that applicants for the office are not disqualified from holding office by the Constitution or statutes of the State of California;

NOW THEREFORE BE IT RESOLVED

1. The County Administrator is authorized pursuant to Penal Code section 11105(b)(11) to seek and obtain from the California Attorney General state summary criminal history information on the finalists for the position of County Clerk-Recorder.
2. The County Administrator is authorized to require that applicants be fingerprinted for the purpose of obtaining criminal history records. Applicants may be required to bear the cost of fingerprinting and the obtaining of criminal history information.
3. The County Administrator, and his designees, shall maintain custody and control of criminal history records obtained to carry out this resolution. The records shall be accessible only to the County Administrator, the County Counsel, the members of the Board of Supervisors, and their designees, to the person to whom the records pertain, or to a person authorized access in writing by the person to whom the records pertain. The County Administrator shall destroy records containing criminal history information received from the Attorney General and all copies after 30 days from the appointment of the County Clerk-Recorder.
4. The County Administrator is authorized to request of each finalist a current and completed economic disclosure statement (FPPC Form 700).
5. The County Administrator is authorized to conduct a social media check on each applicant.

I hereby certify that this 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: Jami Napier 925.335.1908

ATTESTED: January 21, 2020

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

By: June McHuen, 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 01/21/2020 by the following vote:

John Gioia
Candace Andersen
AYE: 5 **Diane Burgis**
Karen Mitchoff
Federal D. Glover

NO: /

ABSENT: /

ABSTAIN: /

RECUSE: /



Resolution No. 2020/26

IN THE MATTER OF obtaining criminal history and other background information for finalists for the position of County Clerk-Recorder.

WHEREAS, the Board, as appointing authority for the position of County Clerk-Recorder, finds that it is necessary to obtain criminal history and other background information about applications for that position (which became vacant on October 31, 2019) and directs the County Administrator to do so; and WHEREAS, such information is necessary to assist the Board in fulfilling its duties with respect to the appointment of the County Clerk-Recorder, and to assure that applicants for the office are not disqualified from holding office by the Constitution or statutes of the State of California;

NOW THEREFORE BE IT RESOLVED

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2. The County Administrator is authorized to require that applicants be fingerprinted for the purpose of obtaining criminal history records. Applicants may be required to bear the cost of fingerprinting and the obtaining of criminal history information.
3. The County Administrator, and his designees, shall maintain custody and control of criminal history records obtained to carry out this resolution. The records shall be accessible only to the County Administrator, the County Counsel, the members of the Board of Supervisors, and their designees, to the person to whom the records pertain, or to a person authorized access in writing by the person to whom the records pertain. The County Administrator shall destroy records containing criminal history information received from the Attorney General and all copies after 30 days from the appointment of the County Clerk-Recorder.
4. The County Administrator is authorized to request of each finalist a current and completed economic disclosure statement (FPPC Form 700).
5. The County Administrator is authorized to conduct a social media check on each applicant.

I hereby certify that this 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: Jami Napier 925.335.1908

ATTESTED: January 21, 2020

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

By: June McHuen, Deputy

cc:

RYAN RONCO
COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS
LISA CRAMER
ASSISTANT COUNTY CLERK
STEPHEN AYE
ASSISTANT REGISTRAR-RECORDER

OFFICE OF CLERK- RECORDER
FINANCE ADMINISTRATION BUILDING
2956 RICHARDSON DRIVE
AUBURN, CA 95603
PHONE: 530-886-5690
FAX: 530-886-5683



PLACER COUNTY CLERK-

RECORDER-ELECTIONS

January 10, 2020

Candace Andersen, Chair
Contra Costa Board of Supervisors
651 Pine Street
Martinez CA 94553

Re: Letter of Recommendation for Deborah Cooper

Dear Chair Andersen and members of the Board:

It is my pleasure to prepare this letter of recommendation for Deborah Cooper.

While I have known Debi for well over two decades in the professional arena, this is not necessarily just a professional reference for I have had countless opportunities to assess her as a person as well.

Debi is a person of extraordinary talent. She is, among other things, a natural leader and an exceptional communicator. I first encountered Debi when she worked for Steve Weir. Under his tutelage, Debi became the go-to person in both the clerk-recorder and elections sides of the office. Through their teamwork, Contra Costa was known as an innovative county that lead the state with a bold and progressive vision. To this day, Debi is one of the first people I turn to for professional advice.

I have also had the pleasure of spending time with Debi outside of an office environment. She is a person of outstanding character and has an uncanny way of putting everyone at ease no matter the situation. Her ethics are beyond reproach. She interacts well with all types of people and I come away from our encounters even more impressed with her than I was before.

It is no secret that letters of recommendation are written to present someone in a favorable light. However, everyone who comes to know Debi and sees her spirit and dedication, whether it be to her profession or to her community, would agree that she is worthy of such praise.

It is my belief that Debi would be a remarkable clerk-recorder and registrar of voters. It is with great pleasure that I recommend Deborah Cooper for this position in Contra Costa County.

If you have any questions regarding this letter, please contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Ronco".

Ryan Ronco
Placer County Clerk-Recorder-Registrar of Voters

cc: BOS
CAO - D. Twa, B. Riveira, S. Shkidd, J. Enea
BGO



**CONTRA COSTA COUNTY
Board of Supervisors**

REQUEST TO SPEAK (2-minute limit)

CITIZENS PARTICIPATION

There are opportunities for citizens to make comments or present information to the Board of Supervisors.

When you are recognized by the chair to speak, approach the lectern and give your name followed by comments.

Personal information is optional. This speaker card is part of the public record for this meeting.

After completing this form place it in the box near the podium.

Today's
Date:
1/21/20

Your Name: Tom Blanks Representing: self
Address: [REDACTED] Phone or Email: (925) [REDACTED]

CIRCLE ONE:
General Public
Comment
or
Agenda Item #
D6

SUBJECT MATTER TO BE PRESENTED:
Mark Friedman for County Clerk Recorder

*I do not want to speak but would like to leave comments for the Board to consider (Use the back of this form)

Please write comment here if you wish not to speak.

I ~~concur~~^{agree} that a "budget is a moral document." So is the heightened responsibility of appointing ~~someone~~ to a position which is normally elected by the population. The Board previously demonstrated this with your appointment of now-elected Dr. Diana Beckton as District Attorney. I urge you to appoint Mark Friedman. I have confidence in his plans to expand voter outreach and to create an ethics task force. As a teacher of 41 years in the Mt. Diablo Unified School District, preparing students to think critically and to assume the mantle of participatory citizenship is a practice in which I participated.

Stephen L. Weir

[REDACTED]
Concord, Ca 94518

January 15, 2020

It is with pleasure that I write this letter of recommendation for Debi Cooper. I have known Debi and worked with her for more than 30 years. She and I worked together in the Clerk-Recorder's Office for 23 of my 24 years as the County Clerk-Recorder.

I understand that the Board might be interested in exploring making all/part of the Clerk-Recorder an appointed position. During my tenure as Clerk/Recorder/Registrar of Voters, from a population standpoint, Contra Costa is/was the largest county in the State to elect its Registrar. Debi Cooper is the logical appointee to facilitate the exploration/implementation of this proposal, if the Board so desires.

When I was selected to be Clerk-Recorder, the Department was understaffed, underfunded, in abysmal facilities and with a poor public image. Over the course of my 24 years with the County, I worked with Debi side by side to resolve these issues and build an award-winning department. As a team, we brought a troubled department into one that had state and national recognition.

During the implementation of the Help America Vote Act (HAVA), we replaced our voting system using Federal and State Grants, including the remodel of the Elections warehouse to house the new voting equipment. Debi was instrumental in the grant coordination with Elections and CAO staff and the remodel projects, which totaled \$14 million.

For fifteen years, we searched for a new location to move operations that were scattered throughout Martinez at five different locations. Debi was the liaison with other agencies and the Department project manager as we designed, built and eventually moved to the new facility.

After years of difficulty recruiting suitable staff, we conducted job studies and created new classifications for each division that acknowledged the technical nature of our employees' responsibilities. Debi coordinated the project with Human Resources, the unions and the County Administrator to develop the new job classifications with enhanced essential functions and fund the increased salaries. We did this in 2005 for the Election classifications and in 2009 for the Clerk-Recorder classifications. We still use these job specifications today.

We developed and implemented an employee performance management program that was recognized by the County and the Grand Jury as a model program for the entire county. Debi worked with me on the development, supervisor training and implementation of the program. I understand that after I retired, the department head allowed this program to stop in the Elections Division. This was a mistake in my opinion. The Assistant Registrar should have embraced and championed this positive management tool.

Debi's dedication and work ethic are impeccable. She is not afraid to sit down and work right alongside staff. She is the go-to person in the department, whether the issue is regarding the Elections division or the Clerk-Recorder division. Debi knows the 'ins and outs' of the department, as well as county policies, procedures and who to call to get something done.

Leadership takes balance, perception, organization, ability and stamina. Debi demonstrates these characteristics on a daily basis.

Most importantly, Debi has been doing the job of Clerk/Recorder for an extensive amount of time. Between 2015 and 2019, the incumbent Clerk/Recorder was absent an extended amount of time (more than one fourth of the time). During those absences, Debi Cooper performed the duties of Clerk/Recorder. On one occasion, when the incumbent was away for 9 weeks, the Board officially moved to name Debi Cooper acting Clerk/Recorder for that absence.

During the crisis that prompted the Clerk's resignation, I have made several visits to the office. I have heard that the management chain in the Registrar's Division is weak with the appointment of inexperienced managers. This has caused tension and resentment in that division. Members of the community have shared with me that there have been times when, as members of the public, they could not get an answer from Election staff because the knowledgeable staff were not present.

I note that there are applicants who are attorneys. This is not a disqualifying nor a qualifying background. During my tenure, the County Counsel had superb talent to represent the department when needed. Just this month, Debi Cooper has been in court three times representing the Elections Division where she and the County Counsel prevailed each time.

I was part of the appointment process that led to the hiring of the Assistant County Registrar in 2013. I mentioned to Clerk Canciamilla that the applicant was technically competent but that he had a reputation for being hard to get along with and was not a team player. I told the Clerk that the proposed Assistant Registrar needed strong oversight. I believe that Debi Cooper is the one to provide that strong direction and oversight to the divisions of the Clerk's Office, including the Registrar's division.

I would like to commend Debi Cooper to you for your favorable consideration to be County Clerk/Recorder and to perform a job that she is already performing for the citizens of Contra Costa.

Stephen L. Weir



Deborah R. Cooper

[REDACTED]
Danville, CA 94526

925-519-5985

December 17, 2019

Honorable Supervisor Federal Glover, District V
c/o Jami Napier, Chief Assist. Clerk of the Board of Supervisors, Sr. Deputy County Administrator
651 Pine Street, Room 106
Martinez, CA 94553

Re: Letters of Recommendation

Supervisor Federal Glover,

Thank you for selecting me to continue in the interview process.

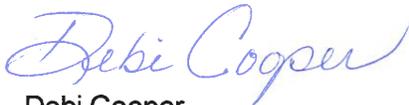
Attached are several letters of recommendation from colleagues to supplement my application for County Clerk- Recorder. I believe Steve Weir recently personally provided one to you, as well.

It was important to make it to the interview stage on my own merits and without politics.

I believe overseeing the Clerk-Recorder Department and particularly the Elections Division functions are best-served in a non-political manner.

I am more than willing to work with the Board, County Counsel and any other parties to transition the Clerk-Recorder-Registrar functions to any combination or arrangement that you feel is in the best interest of the County.

Very truly yours,



Debi Cooper

Enc.

Letter of Recommendation from Ryan Ronco, Placer County Clerk-Recorder-Registrar

Letter of Recommendation from Rich Seithel, former Senior Deputy County Administrator and Special District Analyst

Letter of Recommendation from Mark Lunn, Ventura County Clerk-Recorder and President of the County Recorders' Association of California

Richard J. Seithel

**Antioch, CA 94531
(925) 250-5388**

January 12, 2020

Supervisor Candace Andersen
Chair, Board of Supervisors
Contra Costa County
309 Diablo Road
Danville, CA 94526

Dear Chair Andersen:

It is with great pleasure and conviction that I recommend Debi Cooper for the County Clerk-Recorder, Registrar of Voter position with Contra Costa County.

As a Senior Deputy County Administrator and Special District Analyst for Contra Costa County, it was my good fortune to work closely with Debi for over 15 years. Debi keenly understands the complexities of the Election and Clerk-Recorder Department budgets, organizational structure, and personnel. Debi and I worked closely during difficult budget times and personnel issues, during which Debi displayed insight, creativity, intelligence, and relentless work ethic.

Debi's ability to clearly and succinctly explain to employees, public, and colleagues everything from organizational goals to specific tasks, as well as her ability to motivate and delegate, speak to her excellent leadership skills.

I strongly recommend Debi Cooper for the County Clerk-Recorder, Registrar of Voter position with Contra Costa County.

Sincerely,



Rich Seithel

rjs



**County of Ventura
COUNTY CLERK AND RECORDER**

MARK A. LUNN
County Clerk and Recorder

JAMES B. BECKER
Assistant County Clerk and Recorder

DAVID G. VALENZUELA
Clerk and Recorder Division Manager

CHRISTINA ONIAS
Fiscal and Human Resources Division Manager

MIRANDA L. NOBRIGA
Public Information Officer

January 13, 2020

To Whom It May Concern:

It is with great pleasure that I'm able to enthusiastically recommend Ms. Debi Cooper for the County Clerk-Recorder, Registrar of Voters position with Contra Costa County.

Debi has 30 years of experience with the Administration Division of the Clerk-Recorder-Elections Department and is familiar with operations in all three divisions of the department. She has been the budget officer for 20 years and solely responsible for budget development and adherence for the last seven years.

I have known Debi personally for 10 years and collaborated with her on business regarding the County Records' Association of California. Debi is loyal and has an outstanding work ethic. She is intelligent and has exceptional communication skills, both oral and written. Her Certified Elections Registration Administrator, California Association of Clerks and Election Officials, California State Association of Counties Credentialed Sr. Administrator, California State Association of Counties Fellow, and Recordable Document Technician Certifications compliment her resume which is replete with local government experience.

It is without reservation, that I offer Debi my highest personal recommendation for your consideration of employment as County Clerk-Recorder, Registrar of Voters. Please call me at (805) 654-2266 if I may provide additional information to you.

Sincerely,

MARK A. LUNN
Clerk-Recorder, Registrar of Voters

Preserving History • Protecting Democracy



Candace J. Grubbs | County Clerk-Recorder

Hall of Records | Clerk-Recorder Division

155 Nelson Avenue, Oroville, CA 95965-3411

Tel: 530-552-3400 | Toll Free in Butte County: 1-800-894-7761 | Fax: 530-538-7975

Candace Andersen, Chair
Contra Costa Board of Supervisors
651 Pine Street
Martinez, CA 94553

January 17, 2020

Re: Letter of Recommendation for Deborah Cooper

Dear Chair Andersen and Members of the Board:

It is my utmost pleasure to send this letter of recommendation for Deborah "Debi" Cooper. Debi is a person of outstanding talent and dedication to her department and Contra Costa County. I first met Debi when she worked for Steve Weir and I was a new County Clerk-Recorder/Registrar of Voters over 30 years ago. Since that time, I have consulted with Debi on many issues pertaining to my department including budget, administrative issues and advice on how to approach county administration in building a new facility for my department. With each issue Debi was very knowledgeable and has given me outstanding advice. Yes, I do have a beautiful new building with many ideas that came from the Contra-Costa Clerk-Recorder facility.

I have spent time with Debi outside of the work environment at conferences, seminars and professional classes. I know that Debi has many certifications such as CERA, CalPEAC and an CSAC Fellow. I have watched Debi interact with all types of people and I am always impressed. Most importantly besides being an outstanding knowledgeable administrator, she is ethical. Debi is also passionate regarding the workings of the department and the services it provides to the public. She is also very proud of her dedicated and hardworking staff.

If all of this seems like too much, it really is not. I have watched department heads, elected and appointed, come and go. The ones that really make a difference are the Deborah Coopers of this world, who have passion and commitment to the job and to the public they serve.

It is with great pleasure that I recommend Deborah Cooper for County Clerk-Recorder/Registrar of Voters for Contra Costa County.

Do not hesitate to contact me, if you have any questions at 530.552.3404.

Sincerely,

Candace J. Grubbs
Butte County Clerk-Recorder-Registrar of Voters



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Notice of Completion for the Camino Tassajara Bike Lane Gap Closure Project, San Ramon area.

RECOMMENDATION(S):

ADOPT Resolution No. 2020/18 accepting as complete the contracted work performed by Ghilotti Bros., Inc., for the Camino Tassajara Bike Lane Gap Closure Project, as recommended by the Public Works Director, San Ramon area. County Project No. 0662-6R4010 (District III)

FISCAL IMPACT:

The Project was funded by Tri-Valley Transportation Council Funds 32.5%; Measure J Funds 25%; South County Area of Benefit Funds 25%, and Southern Contra Costa Subregional Fee Program 17.5%.

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 12, 2019.

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: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Kevin Emigh,
925.313.2233

cc:

AGENDA ATTACHMENTS

Resolution No. 2020/18

MINUTES ATTACHMENTS

Signed: Resolution No.

2020/18

Recorded at the request of: Clerk of the Board

Return To: Public Works Dept., Design/Construction

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/18

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4010

Project Name: Camino Tassajara Bike Lane Gap Closure Project

Date of Work Completion: November 12, 2019

Description: Contra Costa County on May 7, 2019 contracted with Ghilotti Bros., Inc., for the work generally consisting of roadway widening, drainage improvements, and roadside grading on four separate segments along Camino Tassajara between Windemere Parkway and Penny Lane; placing a slurry seal along with roadway signing, and striping from Windemere Parkway to Lusitano Street, all in accordance with the plans, drawings, special provisions and/or specifications prepared by or for the Public Works Director and in accordance with the accepted bid proposal. The project was located in the San Ramon area, with Hartford Fire Insurance Company, as surety, for work to be performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of November 12, 2019.

Identification of real property: San Ramon area at: Camino Tassajara

Fees: none

Legal References: none

Comments: none

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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

cc:

Recorded at the request of: Clerk of the Board

Return To: Public Works Dept., Design/Construction

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/18

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4010

Project Name: Camino Tassajara Bike Lane Gap Closure Project

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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 12, 2019.

Identification of real property: San Ramon area at: Camino Tassajara

Fees: none

Legal References: none

Comments: none

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: January 21, 2020

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

By: *Stacey M. Boyd*
Stacey M. Boyd, Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Accepting completion of warranty period for road acceptance RA16-01251 (cross-reference subdivision SD99-08306), San Ramon (Dougherty Valley) area.

RECOMMENDATION(S):

ADOPT Resolution No. 2020/14 accepting completion of the warranty period, and release of cash deposit for faithful performance, for road acceptance RA16-01251 (cross-reference subdivision SD99-08306), for a project developed by Shapell Industries, Inc., a Delaware Corporation, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

FISCAL IMPACT:

100% Developer Fees.

BACKGROUND:

The improvements have met the guaranteed performance standards for the warranty period following completion and acceptance of the improvements.

CONSEQUENCE OF NEGATIVE ACTION:

The developer will not receive a refund of the cash deposit, the performance/maintenance cash bond will not be exonerated, and the billing account will not be liquidated and closed.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

Contact: Randolph Sanders
(925)313-2111

By: Stacey M. Boyd, Deputy

AGENDA ATTACHMENTS

Resolution No. 2020/14

MINUTES ATTACHMENTS

Signed: Resolution No.

2020/14

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/14

IN THE MATTER OF: Accepting completion of warranty period, and release of cash deposit for faithful performance, for road acceptance RA16-01251 (cross-reference subdivision SD99-08306), for a project developed by Shapell Industries, Inc., a Delaware Corporation, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

WHEREAS, on July 10, 2018, this Board resolved that the improvements in road acceptance RA16-01251 (cross-reference subdivision SD99-08306) were completed without the need for a Road Improvement Agreement with Shapell Industries, Inc., a Delaware Corporation and now on the recommendation of the Public Works Director;

The Board hereby FINDS that the improvements have satisfactorily met the guaranteed performance standards for the period following completion and acceptance.

NOW, THEREFORE, BE IT RESOLVED that the Public Works Director is AUTHORIZED to:

REFUND the \$1,500 cash deposit and the \$137,500 performance/maintenance cash surety (Journal Entry JV1143-00, dated October 30, 2017) plus interest to Shapell Industries, Inc., a Delaware Corporation in accordance with Government Code Section 53079, if appropriate, and Ordinance Code Section 94-4.406.

BE IT FURTHER RESOLVED that upon completion of the warranty and maintenance period, the San Ramon City Council shall accept the civil improvements for maintenance in accordance with the Dougherty Valley Memorandum of Understanding.

BE IT FURTHER RESOLVED that the warranty period has been completed.

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

ATTESTED: January 21, 2020

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

Contact: Randolph Sanders (925)313-2111

By: Stacey M. Boyd, Deputy

cc: Jocelyn LaRocque- Engineering Services, Randolph Sanders- Engineering Services, Joshua Laranang- Engineering Services, Chris Lau - Maintenance, Chris Hallford -Mapping, Michael Mann- Finance, Cinda Tovar- Design & Construction, Ruben Hernandez - DCD, Chris Low - City of San Ramon, Shapell Industries, Inc., a Delaware Corp.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

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

Adopted this Resolution on 01/21/2020 by the following vote:

John Gioia
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

AYE: 5

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2020/14

IN THE MATTER OF: Accepting completion of warranty period, and release of cash deposit for faithful performance, for road acceptance RA16-01251 (cross-reference subdivision SD99-08306), for a project developed by Shapell Industries, Inc., a Delaware Corporation, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

WHEREAS, on July 10, 2018, this Board resolved that the improvements in road acceptance RA16-01251 (cross-reference subdivision SD99-08306) were completed without the need for a Road Improvement Agreement with Shapell Industries, Inc., a Delaware Corporation and now on the recommendation of the Public Works Director;

The Board hereby FINDS that the improvements have satisfactorily met the guaranteed performance standards for the period following completion and acceptance.

NOW, THEREFORE, BE IT RESOLVED that the Public Works Director is AUTHORIZED to:

REFUND the \$1,500 cash deposit and the \$137,500 performance/maintenance cash surety (Journal Entry JV1143-00, dated October 30, 2017) plus interest to Shapell Industries, Inc., a Delaware Corporation in accordance with Government Code Section 53079, if appropriate, and Ordinance Code Section 94-4.406.

BE IT FURTHER RESOLVED that upon completion of the warranty and maintenance period, the San Ramon City Council shall accept the civil improvements for maintenance in accordance with the Dougherty Valley Memorandum of Understanding.

BE IT FURTHER RESOLVED that the warranty period has been completed.

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

ATTESTED: January 21, 2020

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

Stacey M. Boyd
By: Stacey M. Boyd, Deputy

Contact: **Randolf Sanders (925)313-2111**

cc: Jocelyn LaRocque- Engineering Services, Randolf Sanders- Engineering Services, Joshua Laranang- Engineering Services, Chris Lau - Maintenance, Chris Hallford -Mapping , Michael Mann- Finance, Cinda Tovar- Design & Construction, Ruben Hernandez - DCD, Chris Low - City of San Ramon, Shapell Industries, Inc., a Delaware Corp.



Contra
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County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: APPROVE and AUTHORIZE the Public Works Director, or Designee to Allocate up to \$60,900 for the summer events at Livorna Park, Alamo area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to allocate up to \$60,900 from County Service Area R-7 (CSA R-7) funds to present the Alamo “2020 Summer Concert Series” and Alamo “2020 Movie Under the Stars” events at Livorna Park, Alamo area. (District II)

FISCAL IMPACT:

100% CSA R-7 funds.

BACKGROUND:

The Alamo Municipal Advisory Council (Alamo MAC) presents free summer concerts and movie nights at Livorna Park. A recreation sub-committee of the Alamo MAC chooses the movies and the bands each year. The “2020 Alamo Summer Concert Series” will take place June 26th, July 3rd, 10th, 24th, and 31st at 6:30PM, and the “2020 Alamo Movie Under the Stars” will take place on June 17th and August 7th at 8:45PM. CSA R-7 parks and recreation funds are used to present these

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Victoria Skerritt
(925)313-2272

BACKGROUND: (CONT'D)

popular community events. On May 7, 2019 the Alamo MAC recommended, up to \$60,900 be allocated to the summer concert series and movie nights at Livorna Park for the 2019-20 fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval these events would not be possible.

ATTACHMENTS

Alamo MAC Meeting Record of Actions for May 7, 2019.

2019-20 CSA R-7 "Event" budget with detail of event expenditures.

Alamo Municipal Advisory Council

Susan Rock, Chair
Aron DeFerrari, Vice-Chair
Sanjiv Bhandari
David Barclay
Clark Johnson
Steve Mick
Anne Struthers
Jennifer Carter, Alternate
Katherine Gillen, Youth Member



Candace Andersen, Supervisor
Contra Costa County, District 2
309 Diablo Road
Danville, CA 94526
925-957-8860
cameron.collins@bos.cccounty.us

*The Alamo Municipal Advisory Council serves as an advisory body to the
Contra Costa County Board of Supervisors and the County Planning Agency.*

RECORD OF ACTIONS

Tuesday, May 7, 2019

The Alamo Women's Club at 1401 Danville Boulevard, Alamo

1. **CALL TO ORDER - PLEDGE OF ALLEGIANCE - ROLL CALL**
 - a. Meeting called to order at 6:00pm. All Alamo MAC Members present.
2. **STAFF/AGENCY REPORTS**
 - a. District 2 Staff Update
 - i. The next Alamo Liaison meeting is scheduled for May 20th, 2019, beginning at 8:30 a.m.
 - b. San Ramon Valley Fire Protection District update
 - i. Paige Meyer and Frank Dayton in attendance - Frank is back from a tour of duty in the Middle East and will be attending on a regular basis.
 - ii. SRVFD is in discussion with the Sheriff's office regarding Fire Station 32. Discussions are very preliminary. The building would serve as a Substation for the Sherriff.
 - iii. SRVFD Working with San Ramon Police Department and SRVFD to share one building - state of the art EOC which could withstand a seismic event. Partnering would be fiscally responsible.
3. **PUBLIC COMMENT (3 minutes/speaker)**
 - a. Mike Gibson – Report that the County Zoning Administrator heard the application for the New Life Church on May 6 and decided to continue the hearing to June. Would like for the Alamo MAC to send a representative. Members Steve Mick and Anne Struthers will attend.
4. **PRESENTATIONS**

None.
5. **NEW BUSINESS**
 - a. Application MS18-0009 - Requests minor subdivision for two lots with a variance to average width to lot B. Address is 166 Crest Avenue, Alamo.
 - i. Applicant not present
 - ii. Public Comment: Mike Gibson (AIA); Karen Belsky
 - iii. Motion to approve by Member Bhandari, second Member Barclay; unanimous approval
 - b. Application SD13-9338 – The Ball Estate project is a proposed 35 single-family custom home development that would subdivide an existing approximately 61-acre site. The MAC will provide a recommendation to Supervisor Andersen on the Final Environmental Impact Report. Address is 333 Camille Avenue, Alamo.

Public Comment: Beverly Lane (EBRPD), Devan Reiff (EBRPD), Vince D'Alo, Shannon Jones, SRVFD Chief Paige Meyer, John Whetten, Ally Whiteneck, Mike Gibson, Bob Dominici, Smitty Schmidt

- i. Recommend approval of the Final Environmental Impact Report for the Ball Estates Project subject to the following prior motions: (Motion to recommend approval by Member Barclay, DeFerrari Second; 6-1, Member Mick Opposed)
 - ii. Motion: Mitigation Measure AES-1 be expanded to require all custom homes for perimeter lots include the Alamo MAC as part of the proposed administrative design review process. This will ensure that all affected existing neighbors have an opportunity to make public comments before approval by the county. (Motion to approve by Member Barclay, Member DeFerrari seconds; Unanimously approved)
 - iii. Mitigation Measure Bio-8 be amended to include a provision that the Offsite Tree Replacement Plan prioritize Alamo parks and streets as a location for the planting of replacement trees. (Motion to approve by Member Barclay, Member DeFerrari seconds; Unanimously approved)
 - iv. Motion: Recommend approval of the EVA as proposed in the project description. (Motion to approve by Member Barclay, Member DeFerrari seconds; Unanimously approved)
 - v. Motion: Recommend Lot 21 be used as the location for the EBRPD staging area. (Motion to approve by Member Struthers; Motion Fails)
 - vi. Motion: Recommend Parcel D as the location for the EBRPD staging area contingent on elimination of the proposed gate or in the alternative a gate that is managed in a way that allows unrestricted public access from sun up to sun down. (Motion to approve by Member DeFerrari, Member Clark seconds; approved 5 to 3)
 - vii. Motion: Recommend Parcel B (Open Space) be dedicated to and managed by a public agency. (Motion to approve by Chair Clark, Member Struthers seconds, approved; Member Carter abstains)
- c. Review and accept 2019 – 2020 CSA R-7 and Zones 36, 45 and 54 Budgets
- i. Action requested: District 2 Supervisor Staff to follow up with Public Works and Alamo MAC Members regarding Measure WW funds.
 - ii. Motion to approve by Member Struthers, second by Member Mick; unanimous approval

6. OLD BUSINESS

- a. Downtown Roundabout update as provided by Public Works to District 2 staff.
 - i. Public Works continues to have a lack of staff in the Design Division
 - ii. Firm has been hired to complete the design of the roundabout and has a landscape design architect on staff
 - iii. Kick-off meeting with Public Works will take place the first week of June
 - iv. Jerry Fahy will attend the June 2019 MAC Meeting to give an update
- b. Hemme Station Park Update as provided by Public Works Staff to District 2 staff.
 - i. The County continue to believe there are zero signs of toxins in the ground
 - ii. Only one tank, potentially tanks, have been identified
 - iii. When potholing was done, there was no indication of any leakage
 - iv. The schedule has been set to avoid making school traffic worse
 - v. SRVFD has offered to pay for part of the clean-up costs
 - vi. The County has no reason to believe that the storage tanks were not properly sealed and buried

7. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered by the Alamo MAC 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 Alamo MAC or a member of the public prior to the time the Alamo MAC votes on the motion to adopt.

- a. Approve March 5th, 2019 Record of Actions.
 - i. Motion to approve by Member Mick, Member Johnson seconds; Members Bhandari, DeFerrari abstained; approved.
- b. Approve April 10, 2019 Record of Actions.
 - i. Motion to approve by Member Mick, Member Bhandari seconds; approved.

8. SUBCOMMITTEE REPORTS

The Alamo MAC chose to bypass these reports.

- a. Alamo AOB Subcommittee for Schools: Mick, Rock and Carter
- b. Alamo AOB Subcommittee for Downtown: Rock, Barclay, Bhandari
- c. Alamo Police Services Advisory Committee: Johnson and Struthers
- d. Land Use Planning Subcommittee: DeFerrari, Barclay and Bhandari
- e. Parks and Recreation subcommittee: Barclay, Mick, Rock and Struthers
- f. Hap Magee Dog Park Subcommittee: Johnson

9. CORRESPONDENCE (the following items are listed for informational purposes only and may be considered for discussion at a future meeting).

- a. None.

10. COMMENTS BY MEMBERS OF THE ALAMO MAC

11. FUTURE AGENDA ITEMS

- a. The Alamo MAC would like to have Roger Smith from AIA attend the September 2019 meeting to present the Pipeline Safety findings.

12. ADJOURNMENT

Meeting adjourned at 8:32pm to the Alamo MAC meeting on **June 4th, 2019** at 6:00 P.M. at the Alamo Women's Club at 1401 Danville Blvd.

The Alamo Municipal Advisory Council will provide reasonable accommodations for persons with disabilities planning to attend the meeting who contact Supervisor Candace Andersen's office at least 72 hours before the meeting at 925-957-8860.

Materials distributed for the meeting are available for viewing at the District 2 Office at 309 Diablo Road, Danville, CA 94526. To receive a copy of the Alamo MAC agenda via mail or email, please submit your request in writing using a speaker card or by contacting Supervisor Andersen's office at 925-957-8860. Complete name and address must be submitted to be added to the list.

Alamo Parks and Recreation, CSA R-7 2019-20 Budget Proposal

		FY 17/18	FY 18/19	FY 18/19	FY 2018-19	FY 2019-20
7758	County Service Area R-7A	Year End Totals	Budget	Year to Date 12/31/2018	Estimated Year End Total	Budget
	Fund Balance	\$2,500,026	\$2,845,109	\$2,845,109	\$2,845,109	\$3,365,104
Ledger Code	REVENUE:					
9580	Taxes	1,166,398	1,100,000	1,202,841	1,202,841	1,202,000
9400	Interest Earned	7,240	15,000	43,177	43,177	15,000
9500-9595	Measure WW Funds	305,319	0	0	0	0
9600	Alamo Sports Field Fees	4,872	7,300	0	0	5,000
	TOTAL REVENUE	1,483,828	1,122,300	1,246,018	1,246,018	1,222,000
	REVENUE PLUS FUND BALANCE	3,983,854	3,967,409	4,091,127	4,091,127	4,587,104
	EXPENSES:					
	Services and Supplies					
2100	Office Expense	625	700	239	939	1,000
2120	Utilities	15,428	20,000	8,271	19,771	20,000
2281/2282	Trash/Custodial	27,220	27,400	8,753	27,253	37,600
2310	Hap Magee Operations	173,103	196,502	90,317	196,502	196,502
2310	Other Contracted Services	20,154	35,000	26,141	35,000	35,000
Various	Recreation Supplies	9,382	15,000	9,084	15,000	15,000
SUBTOTAL	Services and Supplies Total	245,913	294,602	142,804	294,465	305,102
	Other Charges					
3611	County Counsel; Assessment Admin.	10,288	10,600		10,600	10,600
3619	Prop Tax, Lease Management	3,460	6,200	4,075	6,200	6,200
3620	Grounds/Facilities Maintenance	223,955	278,000	100,677	206,629	283,000
SUBTOTAL	Other Charges Total	237,703	294,800	104,752	223,429	299,800
	Fixed Assets (Capital Improvements)					
4766	Hap Magee Park Imps	17,881	75,340	15,337	75,340	75,340
4703	Hemme Station Park Construction	512,944	2,128	2,828	2,828	0
4702	Livorna Park Bocce Ball Courts	13,956	0	0	0	0
SUBTOTAL	Fixed Assets (Capital Improvements) Total	544,781	77,468	18,165	78,168	75,340
	Public Works Staff (Administration)					
5011	Public Works Staff (Administration)	110,348	148,900	55,047	129,961	148,900
SUBTOTAL	Public Works Staff (Administration) Total	110,348	148,900	55,047	129,961	148,900
	TOTAL EXPENSES	1,138,745	815,770	320,768	726,023	829,142
	Net	345,083	306,530	925,250	519,995	392,858
	Park Development/Reserve		3,151,639			3,757,962
	Fund Balance (Park Development/Reserve)	\$2,845,109	\$0	\$3,770,360	\$3,365,104	\$0
	ADDITIONAL PARK DEVELOPMENT FUNDS - ALAMO					
	Measure WW (EBRPD Bond)	\$817,931				
	Less amount reimbursed as of 9/30/18 <\$654,345>					
	Measure WW Balance	\$163,586				
	Park Dedication Fees	\$503,160				
	(Note: Measure WW funds must be spent by 12/31/2018.)					

Alamo Parks and Recreation, CSA R-7

Administration and Miscellaneous

	FY 2018-19	FY 2018-19	FY 2018-19	FY 2019-20
County Service Area R-7A	Budget	Year to Date 12/31/201	Estimated Year End Total	Budget
Service and Supplies	\$1,000	\$874	\$1,000	\$1,000
Assessment Admin./County Counsel	10,000	0	10,000	10,000
Public Works Staff (Administration)	74,000	28,255	60,000	74,000
Total	85,000	29,128	71,000	85,000

Alamo Parks and Recreation, CSA R-7

Parks

Livorna Park				
	FY 18/19	FY 18/19	FY 2018-19	FY 2019-20
County Service Area R-7A	Budget	Year to Date 12/31/2018	Estimated Year End Total	Budget
Services and Supplies	\$40,000	\$30,544	\$47,362	\$50,000
Grounds/Facilities Maintenance	170,000	56,665	130,330	170,000
Public Works Staff (Administration)	25,000	3,493	20,000	25,000
Total	235,000	90,702	197,692	245,000
Alamo Elementary School				
Services and Supplies	5,000	1,920	4,000	5,000
Grounds/Facilities Maintenance	35,000	12,788	26,000	35,000
Public Works Staff (Admin.)	4,000	0	2,000	4,000
Total	44,000	14,708	32,000	44,000
Andrew H. Young Park				
Services and Supplies	6,500	2,124	4,500	6,500
Grounds/Facilities Maintenance	25,000	25,299	35,299	30,000
Public Works Staff (Admin.)	2,000	2,261	2,261	2,500
Total	33,500	29,684	42,060	39,000
Rancho Romero School				
Prop Tax/Insurance, Lease Management	100	266	100	100
Public Works Staff (Admin.)	100	0	100	100
Total	200	266	200	200
Hap Magee Ranch Park				
Hap Magee Operations (Supplies & Services)	196,502	90,317	196,502	196,502
County Counsel	600	0	600	600
Prop Tax, Lease Management	6,100	3,583	6,100	6,100
Capital Improvements	75,340	15,337	75,340	75,340
Public Works Staff (Admin.)	1,000	2,813	3,100	2,000
Total	279,542	112,049	281,642	280,542
Iron Horse Trail Corridor				
Grounds/Facilities Maintenance	3,000	1,573	3,000	3,000
Public Works Staff (Admin.)	1,000	0	1,000	1,000
Total	4,000	1,573	4,000	4,000
Hemme Station Park				
Services and Supplies	17,000	6,043	12,000	17,000
Grounds/Facilities Maintenance	45,000	4,577	12,000	45,000
Hemme Station Park Construction	2,128	2,828	2,828	0
Public Works Staff (Admin.)	10,000	4,781	10,000	10,000
Total	74,128	18,229	36,828	72,000
Parks Summary				
	FY 18/19	FY 18/19	FY 2018-19	FY 2019-20
County Service Area R-7A	Budget	Year to Date 12/31/2018	Estimated Year End Total	Budget
Services and Supplies	265,002	130,948	264,364	275,002
Grounds/Facilities Mtce and other charges	284,800	104,752	213,429	289,800
Capital Improvements	77,468	18,165	78,168	75,340
Public Works Staff (Admin.)	43,100	13,347	38,461	43,100
Total	670,370	267,211	594,422	683,242

Alamo Parks and Recreation, CSA R-7

Events				
	FY 18/19	FY 18/19	FY 2018-19	FY 2019-20
County Service Area R-7A	Budget	Year to Date 12/31/2018	Estimated Year End Total	Budget
Movie Under the Stars				
Services and Supplies	\$4,100	\$0	\$4,100	\$4,100
Public Works Staff (Administration)	8,500	3,720	8,500	8,500
Total	12,600	3,720	12,600	12,600
Summer Concert Series				
Services and Supplies	23,000	8,983	23,000	23,000
Public Works Staff (Administration)	23,000	9,725	23,000	23,000
Total	46,000	18,708	46,000	46,000
Tree Lighting				
Services and Supplies	1,500	2,000	2,000	2,000
Public Works Staff (Administration)	300	0	0	300
Total	1,800	2,000	2,000	2,300
Events Summary				
	FY 18/19	FY 18/19	FY 2018-19	FY 2019-20
	BUDGET	Year to Date 12/31/2018	Estimated Year End Total	Budget
Services and Supplies	28,600	10,983	29,100	29,100
Public Works Staff (Administration)	31,800	13,445	31,500	31,800
Total Event Summary	60,400	24,428	60,600	60,900



Contra
Costa
County

To: Contra Costa County Flood Control District Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Accept the Drainage Area Fee Program Annual Report, Countywide.

RECOMMENDATION(S):

ACCEPT the Contra Costa County Flood Control and Water Conservation District (Flood Control District) Drainage Area Fee Program Annual Report (Report) for fiscal year 2018/19, as recommended by the Chief Engineer, Flood Control District, Countywide.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The purpose of the Report is for transparency and record-keeping; Flood Control District staff produces this Drainage Area Fee Annual Report as a best practice. The Flood Control District uses requirements listed in California Government Code Section 66006 and others listed below as the guide for this Report.

In conjunction with state law requirements that apply to impact fees paid in connection with the approval of a development project, California

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

Contact: Michelle Cordis, (925)
313-2381

By: Stacey M. Boyd, Deputy

BACKGROUND: (CONT'D)

State legislation set certain legal and procedural parameters for the charging of development impact fees. This legislation was passed as AB1600 by the California Legislature and is now codified as California Government Code Sections (GC §) 66000 through 66025 (the "Mitigation Fee Act"). The Mitigation Fee Act imposes requirements on local agencies related to the accounting of fee revenues and expenditures. The Flood Control District's Drainage Area Fee Program consists of approximately 50 separate fee areas or boundaries throughout Contra Costa County, each with a separate list of eligible projects and a separate account to ensure that revenue collected from developments within a specific drainage area boundary will be spent specifically for projects identified within that drainage area.

The Flood Control District Act (FCD Act) authorizes the Flood Control District to set up drainage areas and associated fees (Section 12.2, FCD Act). The Flood Control District is not the approving local agency of development projects. The typical approving local agency is the city in which the development is located or the county when in an unincorporated area. The Flood Control District recommends to the local approving agency to collect a fee to support drainage infrastructure if the development is within a formed drainage area. The fee is described in each drainage area's ordinance that is approved by the County Board of Supervisors. The Flood Control District has an agreement with each city for each city to collect the fee on behalf of the Flood Control District during the typical land development process and approval.

The attached Report provides accounting information for each of the drainage areas and is current as of the end of fiscal year 2018/19.

CONSEQUENCE OF NEGATIVE ACTION:

The Report would not be accepted.

ATTACHMENTS

Annual Report

**Contra Costa County Flood Control and Water Conservation District
Drainage Area Fee Program Annual Report**

In Support of Mitigation Fee Act/Assembly Bill 1600

Fiscal Year 2018/19

Contra Costa County Flood Control and Water Conservation District

Drainage Area Fee Program Annual Report

Flood Control and Water Conservation District's Role

The Contra Costa County Flood Control and Water Conservation District (District) Act (FCD Act) authorizes the District to set up Drainage Areas and associated fees (Section 12.2, FCD Act). The District is not the approving local agency of development projects. The typical approving local agency is the City in which the development is located or the County when in an unincorporated area. The District recommends to the local approving agency to collect a fee to support drainage infrastructure if the development is within a formed Drainage Area. The fee is described in each Drainage Area's ordinance which is approved by the County Board of Supervisors. The District has an agreement with each City for each City to collect the fee on behalf of the District during the typical land development process and approval.

For the purposes of transparency and record-keeping, District staff produces this Drainage Area Fee Annual Report as a best practice. The District uses requirements listed in California Government Code Section 66006 and below as the guide for this report.

Legal Requirements for Development Impact Fees

California Government Code Section 66006 provides that each local agency that imposes development impact fees must prepare an annual report that includes specific information about those fees. In addition, Assembly Bill 1600 imposes certain accounting and reporting requirements with respect to the fees collected. The fees, for accounting purposes, must be segregated from the general funds of the County and from other funds or accounts containing fees collected for other improvements. Interest on each development fee fund or account must be credited to that fund or account and used only for the purposes for which the fees were collected.

For each separate development impact fee fund that the local agency maintains, California Government Code Section 66006(b)(1) requires the local agency to make available to the public, within 180 days after the end of each fiscal year, the following information for that fiscal year:

- A. A brief description of the type of fee in the account or fund.
- B. The amount of the fee.
- C. The beginning and ending balance of the account or fund.
- D. The amount of the fees collected and interest earned.

- E. An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.
- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and in the case of an inter-fund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.
- H. The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded.

Drainage Area

A Drainage Area is a geographic area of Contra Costa County in which the County imposes a Drainage Area Fee — a type of development impact fee — on new development to fund new development's share of the improvements required to satisfy drainage demands within that geographic area. (See Gov. Code, §§ 66484, 66484.7.) The County currently has 51 Drainage Areas (the number may vary from year to year) for which fees are collected.

Report Format

Attachment A to this report contains the "Fee Schedule" that identifies the drainage mitigation fees imposed on new development within each Drainage Area during the calendar year.

Attachment B to this report is a financial report that provides accounting information, as required by Government Code section 66006(b)(1). Attachment B includes two primary tables:

- Table 1 is a "Fund Balance" Table that identifies the beginning and ending fund balance, amount of fees collected, total revenue, and total expenses for each Drainage Area.
- Table 2 is a "Project Expenditures" Table that identifies each project and the project's expenditures on which fees were expended within each Drainage Area during the fiscal year.

Attachment C to this report is a "Revolving Fund Balance" Table showing the different projects funded by a specific loan during the fiscal year.

Attachment D to this report is a map of the Drainage Areas covered by this report. The current project list for each Drainage Area is included in the most recent development program report for the Drainage Area, a copy of which may be obtained from the Contra Costa County Flood Control and Water Conservation District.

Contra Costa County Flood Control and Water Conservation District
Drainage Area Fee Program
Development Impact Fee Annual Report

Attachment A
Drainage Area Fee Schedules for 2018 & 2019

Contra Costa County Flood Control and Water Conservation District

Drainage Fee Schedule
Updated January 1, 2018

Agricultural lots must be used for agricultural purposes; generally greater than 20 acre lots

* DA with Annual Construction Cost Index Adjustment Based on 2017 ENR index of 3.27%

Drainage Area	NT Code	Fund #	Org#	Fee Ordinance	Effective Date of Ordinance	Effective Date Last Increase	FEE Base	Base Unit Measure	Maximum Exemption	Standard Pool Fee	Maximum Deferral Excess Of	Drainage Plan	Involved Jurisdictions
DA8/CSAD2	AE	2602	7602	79-40	05/03/79	05/03/79	\$2,667	Per Acre	500 Sq Ft	None	1 Acre	FD-11263	CCC / Walnut Creek
DA9/NSCRN	AH	1110	120	79-45	05/10/79	05/10/79	\$900	Per Acre	\$4000 Value	Base Fee	5 Acres	FD-11435	CCC / Walnut Creek
DA 10	AK	2554	7554	92-52	10/03/92	10/03/92	\$ 0.34	Per Sq Ft	100 Sq Ft	\$290	2 Acres	FD-12264	CCC / Danville
DA 13	AN	2552	7552	86-36	07/12/86	07/12/86	\$ 0.17	Per Sq Ft	100 Sq Ft	\$145	2 Acres	FD-12475 & 6	CCC / Walnut Creek
DA 15A	AQ	2559	7559	85-19	04/22/85	04/22/85	\$ 0.35	Per Sq Ft	100 Sq Ft	\$290	2 Acres	FD-11936	CCC/Walnut Creek/Laf.
DA 16 *	AS	2583	7583	2002-41	02/03/03	01/01/18	\$ 1.28	Per Sq Ft	100 Sq Ft	\$1,126	2 Acres	FD-12473	CCC / Pleasant Hill
DA 19A	AV	2540	7540	89-24	06/10/89	06/10/89	\$ 0.35	Per Sq Ft	100 Sq Ft	\$300	2 Acres	FD-12421	CCC / Richmond
DA 22	BF	2588	7588	87-44	08/22/87	08/22/87	\$ 0.05	Per Sq Ft	100 Sq Ft	\$33	2 Acres	FD-12548 & 9	Concord / Walnut Creek
DA 29C*	BI	2555	7555	2006-46	02/19/07	01/01/18	\$ 0.90	Per Sq Ft	100 Sq Ft	\$792	2 Acres	FD-13010	Oakley
DA 29D*	BJ	2556	7556	2006-47	02/19/07	01/01/18	\$ 2.29	Per Sq Ft	100 Sq Ft	\$2,015	2 Acres	FD-13011	Oakley
DA 29E*	BK	2548	7548	2006-48	02/19/07	01/01/18	\$ 2.15	Per Sq Ft	100 Sq Ft	\$1,892	2 Acres	FD-12604	Oakley
DA 29G*	BM	2568	7568	2006-49	02/19/07	01/01/18	\$ 1.66	Per Sq Ft	100 Sq Ft	\$1,461	2 Acres	FD-12031-1	CCC/Antioch/Oakley
DA 29H*	BN	2569	7569	2006-50	02/19/07	01/01/18	\$ 1.21	Per Sq Ft	100 Sq Ft	\$1,065	2 Acres	FD-12575	Oakley
DA 29J*	BP	2570	7570	2002-29	12/22/02	01/01/18	\$ 0.64	Per Sq Ft	100 Sq Ft	\$563	2 Acres	FD-12249	CCC/Antioch
DA 30A*	CC	2557	7557	2007-07	11/10/07	01/01/18	\$ 0.66	Per Sq Ft	100 Sq Ft	\$581	2 Acres	FD-12367.1 & 8.1	Oakley
DA 30B*	CD	2546	7546	2006-51	02/19/07	01/01/18	\$ 1.78	Per Sq Ft	100 Sq Ft	\$1,566	2 Acres	FD-11927	CCC/Brentwood/Oakley
DA 30C*	CE	2558	7558	2007-08	11/10/07	01/01/18	\$ 0.43	Per Sq Ft	100 Sq Ft	\$378	2 Acres	FD-11928.1	CCC/Brentwood/Oakley
DA 33A	CL	2535	7535	85-51	09/26/85	09/26/85	\$ 0.21	Per Sq Ft	100 Sq Ft	\$185	2 Acres	FD-12429 & 30	CCC/Concord
DA 33B	CM	2541	7541	89-57	11/11/89	11/11/89	\$ 0.70	Per Sq Ft	100 Sq Ft	\$600	2 Acres	FD-12631	CCC/Concord
DA 33C	CN	2561	7561	90-07	03/30/90	03/30/90	\$ 0.44	Per Sq Ft	100 Sq Ft	\$380	2 Acres	FD-12649	CCC/Concord
DA 37A	CQ	2534	7534	85-41	07/04/85	07/04/85	\$925	Per Acre	500 Sq Ft	None	2 Acres	FD-12406	CCC/Danville
DA 40A	DC	2565	7565	82-09	02/04/82	02/04/82	\$ 0.21	Per Sq Ft	100 Sq Ft	\$180	2 Acres	FD-12090 & 1	CCC/Martinez
DA 44B*	DM	2547	7547	2002-42	02/03/03	01/01/18	\$ 1.07	Per Sq Ft	100 sq ft	\$942	1 Acre	FD-12009.1 & 10	CCC/Pleasant Hill/W.C.
DA 46*	DP	2578	7578	2002-43	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-12555	CCC/Laf/Pl/Hill/W.Ctk
DA 47*	DQ	2597	7597	2001-04	03/26/01	01/01/18	\$ 1.24	Per Sq Ft	100 Sq Ft	\$1,091	2 Acres	FD-13075	Martinez/Pleasant Hill
DA 48B*	DS	2574	7574	2002-28	12/22/02	01/01/18	\$ 0.56	Per Sq Ft	100 Sq Ft	\$493	2 Acres	FD-12661	CCC/Pliss/Concord

Contra Costa County Flood Control and Water Conservation District

**Drainage Fee Schedule
Updated January 1, 2018**

Agricultural lots must be used for agricultural purposes, generally greater than 20 acre lots

* DA with Annual Construction Cost Index Adjustment Based on 2017 ENR index of 3.77%

Drainage Area	NT Code	Fund #	Org#	Fee Ordinance	Effective Date of Ordinance	Effective Date Last Increase	FEE Base	Base Unit Measure	Maximum Exemption	Standard Roof Fee	Maximum Deferral Excess Of	Drainage Plan	Involved Jurisdictions
DA 48C	DT	2572	7572	93-73	11/20/93	11/20/93	\$ 0.43	Per Sq Ft	100 Sq Ft	\$379	2 Acres	FD-12296	CCC (Bay Point)
DA 48D	DU	2573	7573	93-53	10/02/93	10/02/93	\$ 0.54	Per Sq Ft	100 Sq Ft	\$465	2 Acres	FD-12438	CCC (Bay Point)
DA 52A*	ED	2553	7553	2007-09	11/10/07	01/01/18	\$ 0.32	Per Sq Ft	100 Sq Ft	\$282	2 Acres	FD-12007	CCC / Brentwood
DA 52B*	EF	2549	7549	2007-10	11/10/07	01/01/18	\$ 0.30	Per Sq Ft	100 Sq Ft	\$264	2 Acres	FD-11926	CCC / Brentwood
DA 52C*	EG	2571	7571	2007-11	11/10/07	01/01/18	\$ 1.17	Per Sq Ft	100 Sq Ft	\$1,030	2 Acres	FD-13077	CCC / Brentwood
DA 52D*	EH	2584	7584	2006-52	02/19/07	01/01/18	\$ 1.41	Per Sq Ft	100 Sq Ft	\$1,241	2 Acres	FD-12630	CCC/Brentwood/Oakley
DA 55*	EP	2579	7579	2002-23	11/11/02	01/01/18	\$ 0.93	Per Sq Ft	100 Sq Ft	\$818	2 Acres	FD-12606	CCC / Antioch
DA 56*	ER	2566	7566	2002-24	11/11/02	01/01/18	\$ 0.93	Per Sq Ft	100 Sq Ft	\$818	2 Acres	FD-12085.1 & 6.1	CCC/Antioch/Oakley/Brent
DA 57	ET	2538	7538	88-86	01/07/89	01/07/89	\$ 0.35	Per Sq Ft	100 Sq Ft	\$300	2 Acres	FD-12576 & 7	CCC / Martinez
DA 62*	FB	2543	7543	2002-35	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13080	CC/Martinez/Pleas. Hill
DA 67	FM	2539	7539	89-12	04/16/89	04/16/89	\$ 0.38	Per Sq Ft	100 Sq Ft	\$325	2 Acres	FD-12023 & 1262	CCC / Walnut Creek
DA 72*	GE	2544	7544	2002-36	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD13081	CCC/Martinez/Pleas. Hill
DA 73	GF	2567	7567	88-68	10/22/88	10/22/88	\$ 0.10	Per Sq Ft	100 Sq Ft	\$86	2 Acres	FD-12177	CCC/Richmond/San Pablo
DA 76	GY	2542	7542	94-20	04/29/94	04/29/94	\$ 0.70	Per Sq Ft	100 Sq Ft	\$620	2 Acres	FD-13007	CCC / Walnut Creek
DA 78*	GZ	2545	7545	2002-37	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13082	CCC/Pleasant Hill
DA 87*	HA	2585	7585	2002-38	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13083	CCC/Martinez/Pacheco
DA 88*	HB	2586	7586	2002-39	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13084	CCC/Pacheco/Martinez
DA 89*	HC	2587	7587	2002-40	02/03/03	01/01/18	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13085	CCC/Martinez/Pleas. Hill
DA 101A	JC	2581	7581	88-36	07/09/88	07/09/88	\$ 0.20	Per Sq Ft	100 Sq Ft	\$172	2 Acres	FD-12618	CCC/Danville/San Ramon
DA 104	JH	2589	7589	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12625	CCC/Antioch/Brentwood
DA 105	JJ	2590	7590	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12626	CCC / Brentwood
DA 106	JL	2591	7591	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12627.1	CCC / Brentwood
DA 107	JN	2592	7592	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12628.1	CCC / Brentwood
DA 108	JQ	2593	7593	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12629.1	CCC / Brentwood
DA 109	JS	2595	7595	94-75	02/16/95	02/16/95	\$ 0.35	Per Sq Ft	400 Sq Ft	\$310	2 Acres	FD-13041	CCC / Brentwood
DA 128	LM	2537	7537	85-72	01/18/86	01/18/86	\$ 0.17	Per Sq Ft	100 Sq Ft	\$145	2 Acres	FD-12415 thru 7	CCC/Concord/W.C.
DA 130*	KG	2562	7562	2007-06	11/10/07	01/01/18	\$ 0.75	Per Sq Ft	100 Sq Ft	\$660	2 Acres	FD-13111	CCC/Antioch/Oakley/Brent

Contra Costa County Flood Control and Water Conservation District

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Updated January 1, 2019**

* DA with Annual Construction Cost Index Adjustment Based on 2018 ENR index of 0.77%

Drainage Area	NT Code	Fund #	Org#	Fee Ordinance	Effective Date of Ordinance	Effective Date Last Increase	FEE Base	Base Unit Measure	Maximum Exemption	Standard Pool Fee	Maximum Deferral Excess Of	Drainage Plan	Involved Jurisdictions
DA8/CSAD2	AE	2602	7602	79-40	05/03/79	05/03/79	\$2,667	Per Acre	500 Sq Ft	None	1 Acre	FD-11263	CCC / Walnut Creek
DA9/SNCRN	AH	1110	120	79-45	05/10/79	05/10/79	\$900	Per Acre	\$4000 Value	Base Fee	5 Acres	FD-11435	CCC / Walnut Creek
DA 10	AK	2554	7554	92-52	10/03/92	10/03/92	\$ 0.34	Per Sq Ft	100 Sq Ft	\$290	2 Acres	FD-12264	CCC / Danville
DA 13	AN	2552	7552	86-36	07/12/86	07/12/86	\$ 0.17	Per Sq Ft	100 Sq Ft	\$145	2 Acres	FD-12475 & 6	CCC / Walnut Creek
DA 15A	AQ	2559	7559	85-19	04/22/85	04/22/85	\$ 0.35	Per Sq Ft	100 Sq Ft	\$290	2 Acres	FD-11936	CCC/Walnut Creek/Laf.
DA 16 *	AS	2583	7583	2002-41	02/03/03	01/01/19	\$ 1.29	Per Sq Ft	100 Sq Ft	\$1,135	2 Acres	FD-12473	CCC / Pleasant Hill
DA 19A	AV	2540	7540	89-24	06/10/89	06/10/89	\$ 0.35	Per Sq Ft	100 Sq Ft	\$300	2 Acres	FD-12421	CCC / Richmond
DA 22	BF	2588	7588	87-44	08/22/87	08/22/87	\$ 0.05	Per Sq Ft	100 Sq Ft	\$33	2 Acres	FD-12548 & 9	Concord / Walnut Creek
DA 29C*	BI	2555	7555	2006-46	02/19/07	01/01/19	\$ 0.91	Per Sq Ft	100 Sq Ft	\$801	2 Acres	FD-13010	Oakley
DA 29D*	BJ	2556	7556	2006-47	02/19/07	01/01/19	\$ 2.31	Per Sq Ft	100 Sq Ft	\$2,033	2 Acres	FD-13011	Oakley
DA 29E*	BK	2548	7548	2006-48	02/19/07	01/01/19	\$ 2.16	Per Sq Ft	100 Sq Ft	\$1,901	2 Acres	FD-12604	Oakley
DA 29G*	BM	2568	7568	2006-49	02/19/07	01/01/19	\$ 1.68	Per Sq Ft	100 Sq Ft	\$1,478	2 Acres	FD-12031-1	CCC/Antioch/Oakley
DA 29H*	BN	2569	7569	2006-50	02/19/07	01/01/19	\$ 1.22	Per Sq Ft	100 Sq Ft	\$1,074	2 Acres	FD-12575	Oakley
DA 29J*	BP	2570	7570	2002-29	12/22/02	01/01/19	\$ 0.65	Per Sq Ft	100 Sq Ft	\$572	2 Acres	FD-12249	CCC/Antioch
DA 30A*	CC	2557	7557	2007-07	11/10/07	01/01/19	\$ 0.66	Per Sq Ft	100 Sq Ft	\$581	2 Acres	FD-12367.1 & 8.1	Oakley
DA 30B*	CD	2546	7546	2006-51	02/19/07	01/01/19	\$ 1.80	Per Sq Ft	100 Sq Ft	\$1,584	2 Acres	FD-11927	CCC/Brentwood/Oakley
DA 30C*	CE	2558	7558	2007-08	11/10/07	01/01/19	\$ 0.43	Per Sq Ft	100 Sq Ft	\$378	2 Acres	FD-11928.1	CCC/Brentwood/Oakley
DA 33A	CL	2535	7535	85-51	09/26/85	09/26/85	\$ 0.21	Per Sq Ft	100 Sq Ft	\$185	2 Acres	FD-12429 & 30	CCC/Concord
DA 33B	CM	2541	7541	89-57	11/11/89	11/11/89	\$ 0.70	Per Sq Ft	100 Sq Ft	\$600	2 Acres	FD-12631	CCC/Concord
DA 33C	CN	2561	7561	90-07	03/30/90	03/30/90	\$ 0.44	Per Sq Ft	100 Sq Ft	\$380	2 Acres	FD-12649	CCC/Concord
DA 37A	CO	2534	7534	85-41	07/04/85	07/04/85	\$925	Per Acre	500 Sq Ft	None	2 Acres	FD-12406	CCC/Danville
DA 40A	DC	2565	7565	82-09	02/04/82	02/04/82	\$ 0.21	Per Sq Ft	100 Sq Ft	\$180	2 Acres	FD-12090 & 1	CCC/Martinez
DA 44B*	DM	2547	7547	2002-42	02/03/03	01/01/19	\$ 1.08	Per Sq Ft	100 sq ft	\$950	1 Acre	FD-12009.1 & 10	CCC/Pleasant Hill/W.C.
DA 46*	DP	2578	7578	2002-43	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-12555	CCC/Laf/Pl/Hill/W.Chk
DA 47*	DQ	2597	7597	2001-04	03/26/01	01/01/19	\$ 1.24	Per Sq Ft	100 Sq Ft	\$1,091	2 Acres	FD-13075	Martinez/Pleasant Hill
DA 48B*	DS	2574	7574	2002-28	12/22/02	01/01/19	\$ 0.57	Per Sq Ft	100 Sq Ft	\$502	2 Acres	FD-12661	CCC/Pitts/Concord

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Drainage Fee Schedule Updated January 1, 2019

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Drainage Area	NT code	Fund #	Org#	Fee Ordinance	Effective Date of Ordinance	Effective Date Last Increase	FEE Base	Base Unit Measure	Maximum Exemption	Standard Pool Fee	Maximum Deferral Excess Of	Drainage Plan	Involved Jurisdictions
DA 48C	DT	2572	7572	93-73	11/20/93	11/20/93	\$ 0.43	Per Sq Ft	100 Sq Ft	\$379	2 Acres	FD-12296	CCC (Bay Point)
DA 48D	DU	2573	7573	93-53	10/02/93	10/02/93	\$ 0.54	Per Sq Ft	100 Sq Ft	\$465	2 Acres	FD-12438	CCC (Bay Point)
DA 52A*	ED	2553	7553	2007-09	11/10/07	01/01/19	\$ 0.32	Per Sq Ft	100 Sq Ft	\$282	2 Acres	FD-12007	CCC / Brentwood
DA 52B*	EF	2549	7549	2007-10	11/10/07	01/01/19	\$ 0.30	Per Sq Ft	100 Sq Ft	\$264	2 Acres	FD-11926	CCC / Brentwood
DA 52C*	EG	2571	7571	2007-11	11/10/07	01/01/19	\$ 1.18	Per Sq Ft	100 Sq Ft	\$1,038	2 Acres	FD-13077	CCC / Brentwood
DA 52D*	EH	2584	7584	2006-52	02/19/07	01/01/19	\$ 1.42	Per Sq Ft	100 Sq Ft	\$1,250	2 Acres	FD-12630	CCC/Brentwood/Oakley
DA 55*	EP	2579	7579	2002-23	11/11/02	01/01/19	\$ 0.94	Per Sq Ft	100 Sq Ft	\$827	2 Acres	FD-12606	CCC / Antioch
DA 56*	ER	2566	7566	2002-24	11/11/02	01/01/19	\$ 0.94	Per Sq Ft	100 Sq Ft	\$827	2 Acres	FD-12085.1 & 6.1	CCC/Antioch/Oakley/Brent
DA 57	ET	2538	7538	88-86	01/07/89	01/07/89	\$ 0.35	Per Sq Ft	100 Sq Ft	\$300	2 Acres	FD-12576 & 7	CCC / Martinez
DA 62*	FB	2543	7543	2002-35	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13080	CC/Martinez/Pleas. Hill
DA 67	FM	2539	7539	89-12	04/16/89	04/16/89	\$ 0.38	Per Sq Ft	100 Sq Ft	\$325	2 Acres	FD-12023 & 1262	CCC / Walnut Creek
DA 72*	GE	2544	7544	2002-36	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD13081	CCC/Martinez/Pleas. Hill
DA 73	GF	2567	7567	88-68	10/22/88	10/22/88	\$ 0.10	Per Sq Ft	100 Sq Ft	\$86	2 Acres	FD-12177	CCC/Richmond/San Pablo
DA 76	GY	2542	7542	94-20	04/29/94	04/29/94	\$ 0.70	Per Sq Ft	100 Sq Ft	\$620	2 Acres	FD-13007	CCC / Walnut Creek
DA 78*	GZ	2545	7545	2002-37	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13082	CCC/Pleasant Hill
DA 87*	HA	2585	7585	2002-38	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13083	CCC/Martinez/Pacheco
DA 88*	HB	2586	7586	2002-39	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13084	CCC/Pacheco/Martinez
DA 89*	HC	2587	7587	2002-40	02/03/03	01/01/19	\$ 0.82	Per Sq Ft	100 Sq Ft	\$722	2 Acres	FD-13085	CCC/Martinez/Pleas. Hill
DA 101A	JC	2581	7581	88-36	07/09/88	07/09/88	\$ 0.20	Per Sq Ft	100 Sq Ft	\$172	2 Acres	FD-12618	CCC/Danville/San Ramon
DA 104	JH	2589	7589	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12625	CCC/Antioch/Brentwood
DA 105	JJ	2590	7590	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12626	CCC / Brentwood
DA 106	JL	2591	7591	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12627.1	CCC / Brentwood
DA 107	JN	2592	7592	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12628.1	CCC / Brentwood
DA 108	JQ	2593	7593	Repealed	11/10/07	11/10/07	\$0.00	Per Sq Ft	100 Sq Ft	\$0	2 Acres	FD-12629.1	CCC / Brentwood
DA 109	JS	2595	7595	94-75	02/16/95	02/16/95	\$ 0.35	Per Sq Ft	400 Sq Ft	\$310	2 Acres	FD-13041	CCC / Brentwood
DA 128	LM	2537	7537	85-72	01/18/86	01/18/86	\$ 0.17	Per Sq Ft	100 Sq Ft	\$145	2 Acres	FD-12415 thru 7	CCC/Concord/W.C.
DA 130*	KG	2562	7562	2007-06	11/10/07	01/01/19	\$ 0.76	Per Sq Ft	100 Sq Ft	\$669	2 Acres	FD-13111	CCC/Antioch/Oakley/Brent

Fiscal Year 2018-2019
 Contra Costa County Flood Control and Water Conservation District
 Fund Balance
 Attachment B - Table 1

FY 18/19	Acct	FY 18/19 Beginning	FY 18/19 Developer	FY 18/19 Interest	FY 18/19 Prop Tax	FY 18/19 Loan/Other	FY 18/19 Total	FY 18/19 Total	FY 18/19 Ending
Process Date: 11/25/19	ID	Fund Balance	Fees	Income	Revenue	Revenue	Revenue	Expenses	Fund Balance
DRAINAGE FEE AREAS	ORG								
SERV AREA D-S W C	7602	358,788	13,377	12,880	0	0	26,257	(603)	384,442
DA 9	0120	265,014	6,497	9,611	0	0	16,108	(838)	280,284
DA 10	7554	4,434,271	38,209	183,770	407,746	20,734	650,459	(6,567)	5,078,163
DA 13	7552	4,380,318	4,596	163,774	362,805	2,222	533,397	(40,711)	4,873,004
DA 15A	7559	143,037	9,634	2	0	0	9,634	(3,578)	149,093
DA 16	7583	1,375,195	0	49,211	88,555	541	138,307	(1,863)	1,511,639
DA 19A	7540	125,871	0	0	0	0	0	(2,006)	123,865
DA 22	7588	192,728	81	0	0	0	81	(547)	192,263
DA 290	7550	23,245	0	0	2,240	14	2,254	(18)	25,480
DA 29C	7555	276,838	304	6,343	0	1	6,648	(4,476)	279,009
DA 29D	7556	313,233	0	3,842	0	0	3,842	(44,838)	272,238
DA 29E	7548	22,818	9,649	0	0	0	9,649	(10,222)	22,245
DA 29G	7568	45,631	0	0	0	0	0	(12,900)	32,731
DA 29H	7569	435,249	385	0	0	0	385	(340,220)	95,414
DA 29J	7570	851	0	0	0	0	0	0	851
DA 300	7551	73,985	0	0	4,973	30	5,003	(39)	78,949
DA 30A	7557	332,701	2,637	0	0	0	2,637	(276,498)	58,840
DA 30B	7546	434,702	4,511	14,994	0	0	19,505	(6,059)	448,148
DA 30C	7558	2,089,774	188	74,970	0	0	75,158	(8,438)	2,156,495
DA 33A	7535	206,465	0	5,383	0	9,000	14,383	(6,288)	214,559
DA 33B	7541	3,648	35,365	0	0	0	35,365	(2,392)	36,622
DA 33C	7561	474	1,923	0	0	0	1,923	(210)	2,188
DA 37A	7534	7,788	1,640	0	0	0	1,640	(546)	8,882
DA 40A	7565	359,847	1,724	0	0	0	1,724	(860)	360,711
DA 44B	7547	352,534	21,883	10,765	0	0	32,649	(1,703)	383,479
DA 46	7578	1,281,682	69,496	46,903	0	0	116,399	(4,419)	1,393,662
DA 47	7597	155,140	91,460	5,383	0	0	96,843	(1,097)	250,886
DA 48B	7574	790,852	149,612	25,759	0	0	175,371	(5,531)	960,692
DA 48C	7572	626,338	0	21,530	0	0	21,530	(612)	647,256
DA 48D	7573	4,984	2,456	0	0	0	2,456	(105)	7,335
DA 52A	7553	462,002	0	18,069	0	0	18,069	(1,031)	479,040
DA 52B	7549	29,853	67,411	0	0	0	67,411	(878)	96,385
DA 52C	7571	1,608,012	532,646	55,759	0	12,390	600,795	(33,259)	2,175,548
DA 52D	7584	14,801	0	0	0	0	0	(1,511)	13,289
DA 55	7579	1,790,201	0	32,040	0	0	32,040	(447,072)	1,375,169
DA 56	7566	8,257,905	0	298,322	0	0	298,322	(277,095)	8,279,132
DA 57	7538	70,124	513	0	0	0	513	(2,631)	68,005
DA 62	7543	139,737	42,677	0	0	0	42,677	(2,303)	180,111
DA 67	7539	169,192	5,065	0	0	0	5,065	(102,537)	71,720
DA 72	7544	26,730	9,757	0	0	0	9,757	(1,567)	34,920
DA 73	7567	217,456	2,730	7,497	0	0	10,227	(1,023)	226,660
DA 76	7542	304,519	7,621	9,611	0	0	17,232	(1,121)	320,630
DA 78	7545	14,026	7,263	0	0	0	7,263	(589)	20,700
DA 87	7585	35,468	3,890	0	0	0	3,890	(548)	38,810
DA 88	7586	19,318	4,939	0	0	0	4,939	(1,244)	23,012
DA 89	7587	97,432	2,198	0	0	0	2,198	(1,088)	98,542
DA 101A	7581	904,760	3,575	34,984	0	0	38,559	(638)	942,680
DA 109	7595	4,987	3,843	0	0	0	3,843	(546)	8,284
DA 128	7537	116,477	1,409	0	0	0	1,409	(1,087)	116,799
DA 130	7562	2,356,934	524,661	33,830	0	7,980	566,471	(266,711)	2,656,693
Drainage Area Totals		35,753,935	1,685,825	1,125,232	866,319	52,914	3,730,285	(1,928,663)	37,555,557

Fiscal Year 2018-2019
 Contra Costa County Flood Control and Water Conservation District
 Fund Balance
 Attachment B - Table 1

FY 18/19	Acct	FY 18/19 Beginning	FY 18/19 Developer	FY 18/19 Interest	FY 18/19 Prop Tax	FY 18/19 Loan/Other	FY 18/19 Total	FY 18/19 Total	FY 18/19 Ending
Process Date: 11/25/19	ID	Fund Balance	Fees	Income	Revenue	Revenue	Revenue	Expenses	Fund Balance

Note 1: Figures based on 100% Finance Reports dated 8/30/19.

Fiscal Year 2018-19
 Contra Costa Court Flood Control and Water Conservation District
 Project Expenditures Table
 Attachment B - Table 2

FY 18/19	Acct			Project Expenditures	Project Expenditures	Project Expenditures	Construction
Process Date: 11/27/19	ID			from DA Fees (\$)	All Sources (\$)	from DA Fees (%)	Completion Date
DRAINAGE FEE AREAS	ORG	Project Description	Activity				
DA 130	7562	DA 130 MARSH CREEK WIDENING PHASE 2 DAINTY TO SAND CREEK	W08490	\$ 34,969.03	\$ 34,969.03	100%	2020
DA 130	7562	FCZ 1 MARSH CREEK CHANNEL GRANT PROJECT COORDINATION W/AMERICAN RIVERS	W08176	\$ 173,700.46	\$ 173,700.46	100%	2020
Drainage Area Totals				\$ 208,669.49	\$ 208,669.49		
Note 1: Figures based on 100% Finance Reports dated 8/30/19.							

**Fiscal Year 2018-2019
Contra Costa County Flood Control and Water Conservation District
Revolving Fund Balance
Attachment C**

Flood Control Revolving Fund (2506)
Reporting Period June 30, 2019

DRAINAGE AREA		LOAN #		PROJECT FUNDED BY LOAN	END BAL LOANS 6/30/2019	END BAL DEPOSITS 6/30/2019
FCZ 3B	7520	D	41.C	Finance Construction of Storm Drain Outfall - Hwy 4		140,000.00
DA 29H	7569	L	41.1	Finance Construction of Storm Drain Outfall - Hwy 4	140,000.00	
DA 29C	7555	D	46.B	Finance Various Capital Projects		40,000.00
FCD	7505	D	46.G	Finance Various Capital Projects		41,000.00
DA 30A	7557	L	46.1	Refinance Prior Revolving Fund Loan	81,000.00	
DA 56	7566	D	48.A	Refinance Prior Revolving Fund Loan		100,000.00
DA 30A	7557	L	48.1	Refinance Prior Revolving Fund Loan	100,000.00	
FCD	7505	D	49.A	Finance Completion of Basin Modifications at Laurel Rd Basin		350,000.00
DA 30A	7557	L	49.1	Finance Completion of Basin Modifications at Laurel Rd Basin	350,000.00	
FCD	7505	D	53.A	Finance Laurel Basin Modifications		25,000.00
DA 16	7583	D	53.C	Finance Laurel Basin Modifications		35,000.00
DA 30A	7557	L	53.5	Finance Laurel Basin Modifications	60,000.00	
FCD	7505	D	55.C	Finance Various Capital Projects		41,000.00
DA 30A	7557	L	55.2	Finance Prior Revolving Fund Loan	14,000.00	
DA 57	7538	L	55.6	Finance Completion of Pacheco Creek Detention Basin	27,000.00	
FCD	7505	D	57.A	Refinance Prior Revolving Fund Loan		120,000.00
DA 30A	7557	L	57.1	Refinance Prior Revolving Fund Loan	120,000.00	
FCD	7505	D	61.A	Refinance Prior Revolving Fund Loan		266,000.00
DA 48D	7573	L	61.1	Refinance Prior Revolving Fund Loan	266,000.00	
FCD	7505	D	63.A	Finance Various Capital Projects		62,000.00
DA 29H	7569	L	63.2	Finance Various Capital Projects	20,000.00	
DA 30A	7557	L	63.3	Finance Various Capital Projects	25,000.00	
DA 57	7538	L	63.4	Finance Various Capital Projects	17,000.00	
FCZ 3B	7520	D	65.A	Refinance Various Capital Projects		243,000.00
DA 30	7530	L	65.2	Refinance Various Capital Projects	50,000.00	
FCZ 9	7532	L	65.3	Refinance Various Capital Projects	140,000.00	
DA 33C	7561	L	65.6	Refinance Various Capital Projects	3,000.00	
DA 29H	7569	L	65.9	Refinance Various Capital Projects	50,000.00	

**Fiscal Year 2018-2019
Contra Costa County Flood Control and Water Conservation District
Revolving Fund Balance
Attachment C**

Flood Control Revolving Fund (2506)
Reporting Period June 30, 2019

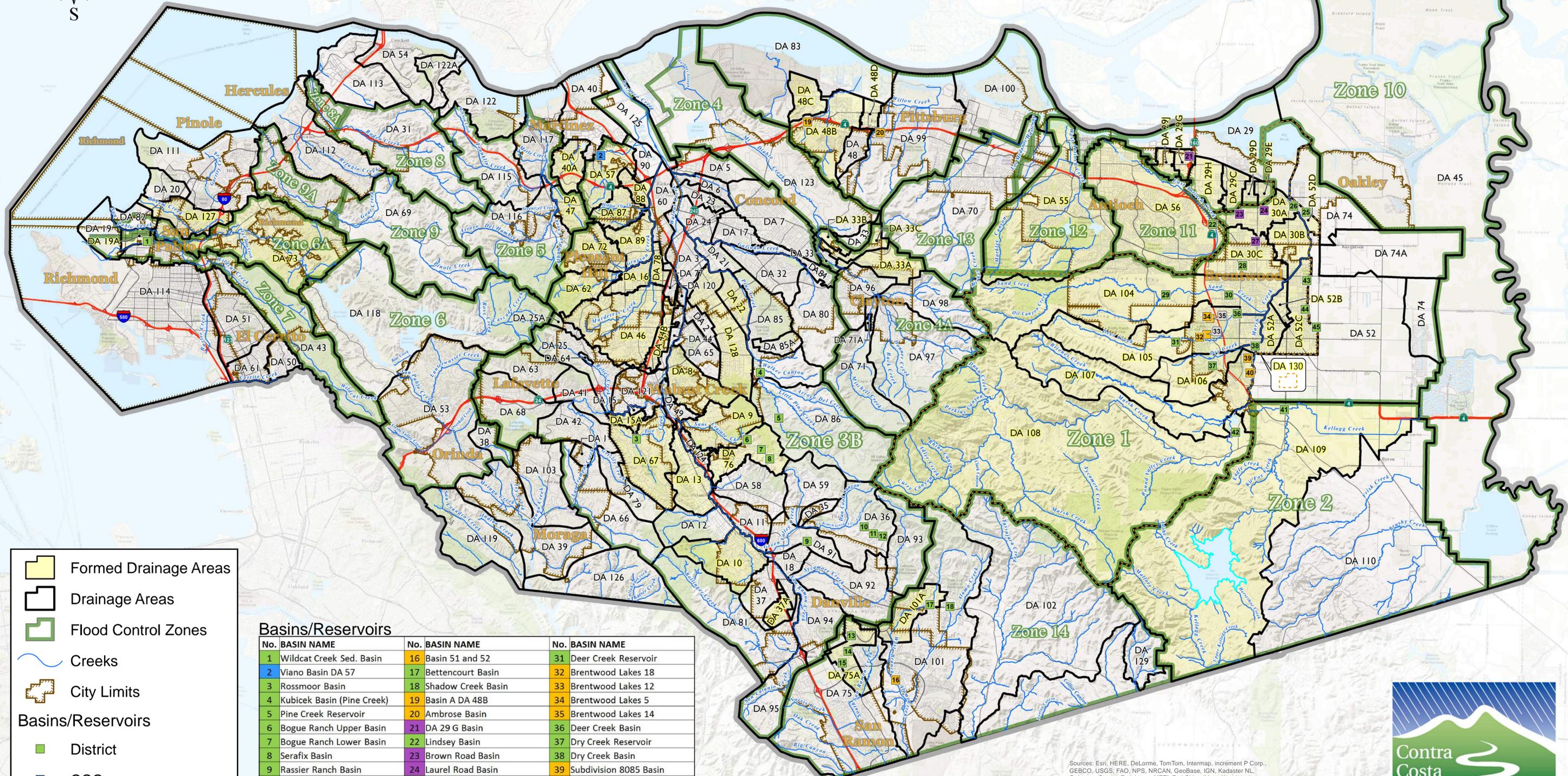
DRAINAGE AREA		LOAN #		PROJECT FUNDED BY LOAN	END BAL LOANS 6/30/2019	END BAL DEPOSITS 6/30/2019
DA 55	7579	D	65.D	Refinance Various Capital Projects		100,000.00
DA 127	7563	L	65.7	Refinance Various Capital Projects	100,000.00	
DA 56	7566	D	66.A	Refinance Various Projects & Maintenance		200,000.00
DA 29D	7556	L	66.1	Refinance Various Projects & Maintenance	200,000.00	
FCZ 3B	7520	D	67.A	Finance Expansion of Rossmoor Detention Basin		100,000.00
DA 67	7539	L	67.1	Finance Expansion of Rossmoor Detention Basin	100,000.00	
FCZ 3B	7520	D	68.A	Finance Repair Project		80,000.00
DA 29G	7568	L	68.1	Finance Repair Project	80,000.00	
FCZ 3B	7520	D	69.A	Finance Construction Activities		700,000.00
DA 67	7539	L	69.1	Finance Construction Activities	700,000.00	
FCD	7505	D	70.A	Finance Maintenance Activities		55,000.00
FCZ9	7532	L	70.1	Finance Maintenance Activities	55,000.00	
FCZ 3B	7520	D	71.A	Finance Maintenance Activities		850,000.00
DA 29G	7568	L	71.1	Finance Maintenance Activities	850,000.00	
DA 56	7566	D	72.A	Finance Construction Activities		350,000.00
DA 29G	7568	L	72.1	Finance Construction Activities	350,000.00	
FCD	7505	D	72.Y	Finance Construction Activities		425,000.00
FCZ9	7532	L	72.3	Finance Construction Activities	425,000.00	
FCD	7505	D	73.A	Finance Administration and Maintenance		8,500.00
DA 127	7563	L	73.1	Finance Administration and Maintenance	8,500.00	
FCD	7505	D	75.A	Finance Construction of Flood Walls		820,000.00
FCZ9	7532	L	75.1	Finance Construction of Flood Walls	820,000.00	
FCD	7505	D	76.A	Finance Ongoing Right of Way Work, Planning and Annual Maintenance		100,000.00
FCZ9	7532	L	76.1	Finance Ongoing Right of Way Work, Planning and Annual Maintenance	100,000.00	
FCD	7505	D	77.A	Finance Ongoing Right of Way Work, Planning and Annual Maintenance		200,000.00
FCZ9	7532	L	77.1	Finance Ongoing Right of Way Work, Planning and Annual Maintenance	200,000.00	
FCD	7505	D	77.B	Finance Ongoing Annual Maintenance		100,000.00
DA 127	7563	L	77.2	Finance Ongoing Annual Maintenance	100,000.00	
FCD	7505	D	78.A	Finance Ongoing Right of Way Work, Planning and Annual Maintenance		200,000.00
FCZ9	7532	L	78.1	Finance Ongoing Right of Way Work, Planning and Annual Maintenance	200,000.00	
Total Revolv Fund Loans					5,751,500.00	5,751,500.00

D = Funds Deposited in the Revolving Fund
L = Funds Loaned out by the Revolving Fund

Contra Costa County Flood Control and Water Conservation District
Drainage Area Fee Program
Development Impact Fee Annual Report

Attachment D
Map of Drainage Areas

Contra Costa County Flood Control & Water Conservation District Zones and Drainage Areas



- Formed Drainage Areas
- Drainage Areas
- Flood Control Zones
- Creeks
- City Limits

Basins/Reservoirs

- District
- CCCo
- City
- Private

No.	BASIN NAME	No.	BASIN NAME	No.	BASIN NAME
1	Wildcat Creek Sed. Basin	16	Basin 51 and 52	31	Deer Creek Reservoir
2	Viano Basin DA 57	17	Bettencourt Basin	32	Brentwood Lakes 18
3	Rossmoor Basin	18	Shadow Creek Basin	33	Brentwood Lakes 12
4	Kubicek Basin (Pine Creek)	19	Basin A DA 48B	34	Brentwood Lakes 5
5	Pine Creek Reservoir	20	Ambrose Basin	35	Brentwood Lakes 14
6	Bogue Ranch Upper Basin	21	DA 29 G Basin	36	Deer Creek Basin
7	Bogue Ranch Lower Basin	22	Lindsey Basin	37	Dry Creek Reservoir
8	Serafix Basin	23	Brown Road Basin	38	Dry Creek Basin
9	Rassier Ranch Basin	24	Laurel Road Basin	39	Subdivision 8085 Basin
10	Canyon Oak Basin	25	DA 52D Basin 2	40	Subdivision 7940 Basin
11	Hidden Oak Basin	26	DA 52D Basin 1	41	Kellogg Creek Basin
12	Mossy Oak Basin	27	Freedom High Basin	42	Marsh Creek Reservoir
13	Canyon Lakes Basin 1	28	Fairview Basin	43	Barrington Basin
14	Canyon Lakes Basin 2	29	Upper Sand Creek Basin	44	Heron Park Basin
15	Canyon Lakes Basin 3	30	Lower Sand Creek Basin	45	Signature Basin

Sources: Esri, HERE, DeLorme, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Disclaimer: This map was created by the Contra Costa County Public Works Department with data from the Contra Costa County GIS Program. This map may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.
<http://www.ccmapp.com/legal.asp/>



Path: \\pw-data\gprdata\fdct\GISMap of DAs and Zones\FC Zones and DA 2015-08-25.mxd By: M. Boucher Date: 8/25/2015





Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: APPROVE the Fox Creek Park Improvement Project and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the Fox Creek Park Improvement Project (Project) and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Walnut Creek area. [County Project No. 0664-6X5204, DCD-CP#19-33] (District IV).

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(h) and 4(b) Categorical Exemption, pursuant to Article 19, Section 15301 and 15304 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.

FISCAL IMPACT:

Estimated Project cost: \$400,000. 100% Park Dedication Funds.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Sandeep Singh,
925-313-2022

cc:

BACKGROUND:

The project is located at Fox Creek Park, 118 Anthony Way, Walnut Creek.

The purpose of this project is to enhance Fox Creek Park by replacing some of the landscaping with more sustainable landscaping and increasing American with Disability Act (ADA) accessibility.

The project consists of removing non-native vegetation and removing approximately 20 trees that have either reached the end of their life spans, grow irregularly due to trimming for building clearance, or have been stunted by more mature trees, at the recommendation of an arborist report. The project will install more sustainable landscape that will require less maintenance and water. Features that are inconsistent with ADA accessibility including railings and park furniture will be replaced, enhancements such as repainting seatwalls and replacing the park identification sign will be made, and deteriorating entry steps will be replaced.

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: WO5204
CP# 19-33

PROJECT NAME: Fox Creek Park Improvement Project

PREPARED BY: Sandeep Singh, Environmental Services Division DATE: December 9, 2019

APPROVED BY: T. B. Morera DATE: 12/10/19

RECOMMENDATIONS:

- Categorical Exemption: §15301(h) and 15304(b) 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 minor alterations to land and vegetation including the replacement of existing landscaping with water efficient landscaping and hardscaping, pursuant to section 15301(h) and 15304(b) of the State CEQA Guidelines.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: <u>Walnut Creek</u>	Base Map Sheet #: <u>L-14</u>	Parcel #: <u>148-221-046</u>
--------------------------------------	-------------------------------	------------------------------

GENERAL CONSIDERATIONS:

1. **Location:** The project is located at Fox Creek Park, 118 Anthony Way, unincorporated Walnut Creek, CA 94597 [Figures 1-2].

2. **Project Description:**

The purpose of this project is to enhance Fox Creek Park by replacing some of the landscaping of the park with more sustainable landscaping and increasing American with Disability Act (ADA) accessibility.

The project consists of removing non-native vegetation and removing approximately 20 trees that have either reached the end of their life spans, grow irregularly due to trimming for building clearance, or have been stunted by more mature trees, at the recommendation of an arborist report. The project will install more sustainable landscape that will require less maintenance and water. Lastly, features that impede ADA accessibility including railings and park furniture will be replaced.

Appropriate Best Management Practices (BMPs) will be implemented during construction. One lane will be open during construction activities. Emergency vehicles will have access at all times.

3. **Does it appear that any feature of the project will generate significant public concern?**

Yes No maybe (Nature of concern):

4. **Will the project require approval or permits by other than a County agency?**

Yes No

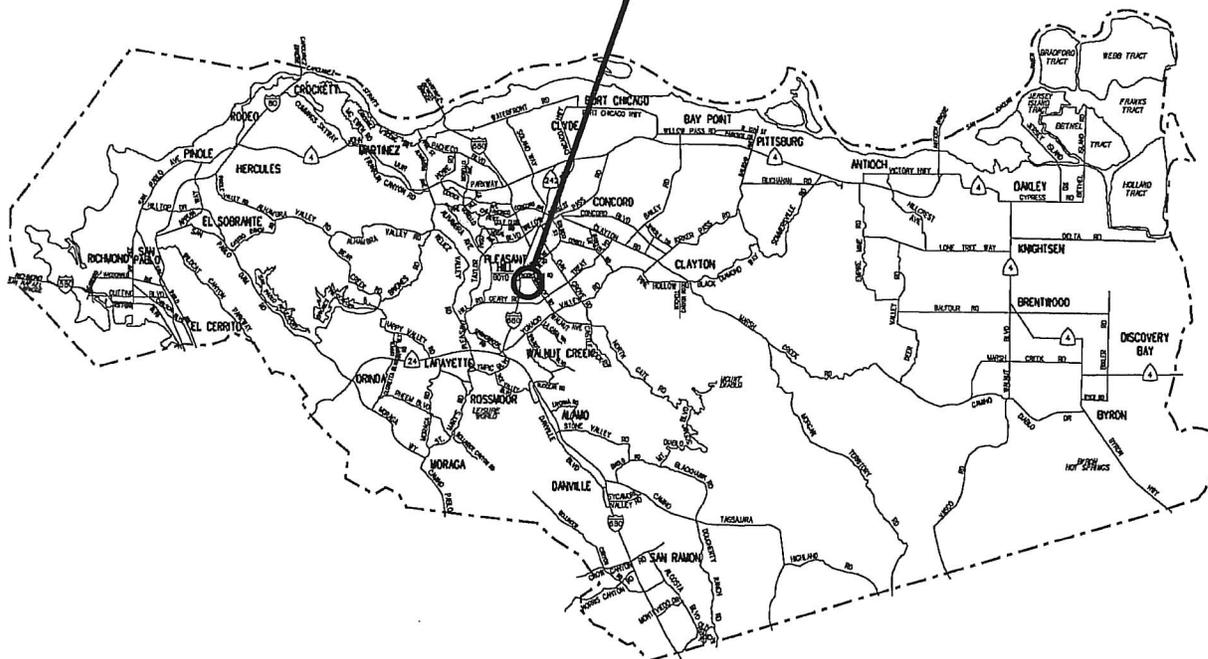
5. **Is the project within the Sphere of Influence of any city?**

Yes, the project is within the Sphere of Influence of the City of Walnut Creek

Figure 1: Regional Location Map

**CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT
WALDEN/FOX CREEK LANDSCAPE
IMPROVEMENT PROJECT**

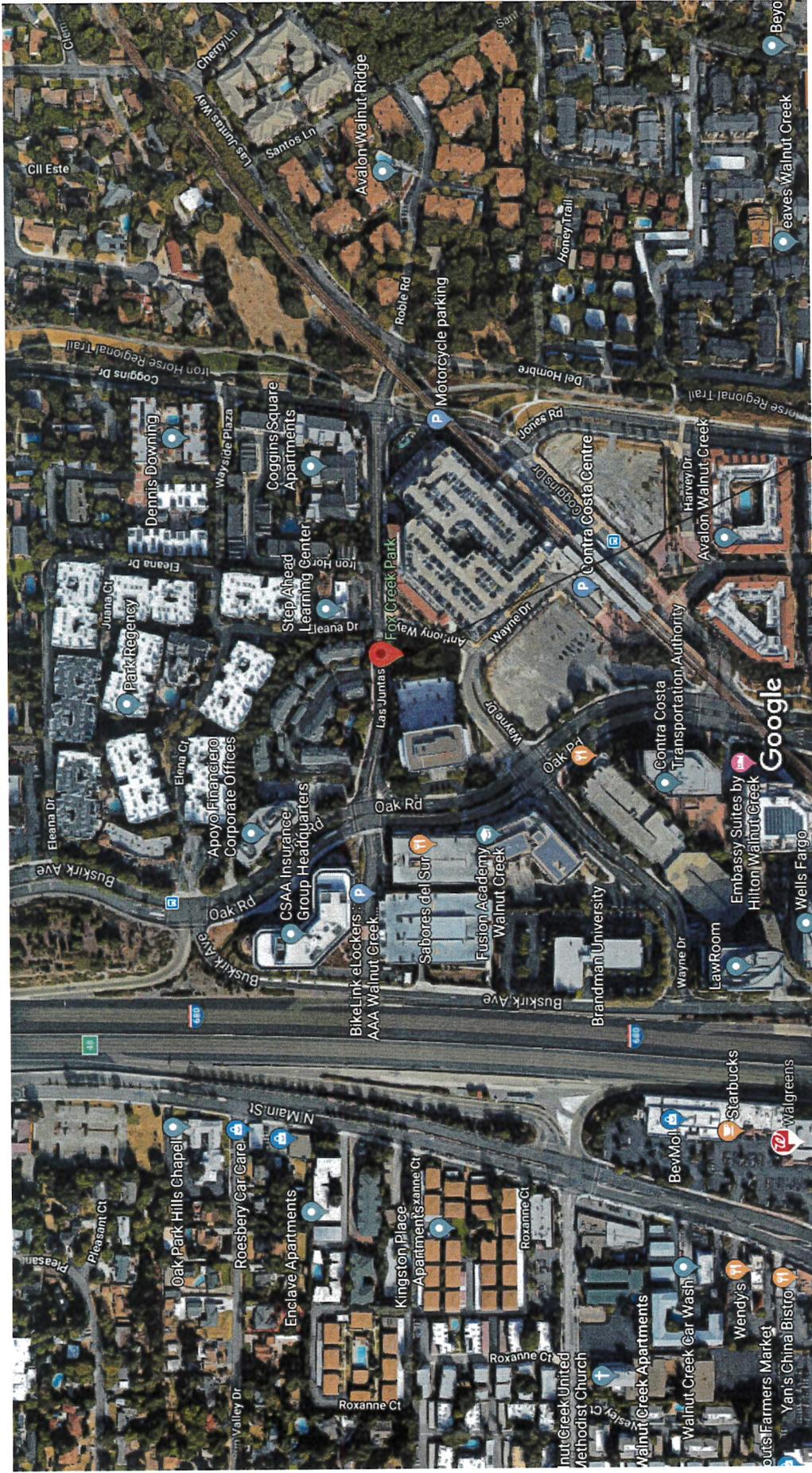
SITE LOCATION



LOCATION MAP
NOT TO SCALE

Figure 2: Project Location Map

Google Maps Fox Creek Park



Imagery ©2019 Google, Imagery ©2019 CNES / Airbus, Maxar Technologies, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2019 200 ft

Project Location

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: **Fox Creek Park Improvement Project**
Proj. No. WO5204, CP#19-33

Project Applicant: **Contra Costa County Public Works Department,**
255 Glacier Drive Martinez, CA 94553

Project Location: Fox Creek Park, 118 Anthony Way, unincorporated Walnut Creek, CA 94597 in Central Contra Costa County

Lead Agency: **Contra Costa County Department of Conservation and Development**

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this project is to enhance Fox Creek Park by replacing some of the landscaping of the park with more sustainable landscaping and increasing American with Disability Act (ADA) accessibility.

The project consists of removing non-native vegetation and removing approximately 20 trees that have either reached the end of their life spans, grow irregularly due to trimming for building clearance, or have been stunted by more mature trees, at the recommendation of an arborist report. The project will install more sustainable landscape that will require less maintenance and water. Lastly, features that impede ADA accessibility including railings and park furniture will be replaced.

Appropriate Best Management Practices (BMPs) will be implemented during construction.
One lane will be open during construction activities. Emergency vehicles will have access at all times.

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:

- | | |
|---|---|
| <input type="checkbox"/> Ministerial Project (Sec. 21080(b) (1); 15268; | <input checked="" type="checkbox"/> Categorical Exemption: <u>15301(h) and 15304(b)</u> |
| <input type="checkbox"/> Declared Emergency (Sec. 21080(b)(3); 15269(a)); | <input type="checkbox"/> Other Statutory Exemption, Code No.: _____ |
| <input type="checkbox"/> Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); | <input type="checkbox"/> Common Sense Exemption [Section 15061 (b)(3)] |

Reasons why project is exempt: The project consists of minor alterations to land and vegetation including replacing existing landscaping with water efficient landscaping and hardscaping, pursuant to Section 15301(h) and 15304(b) of the CEQA guidelines.

Lead Agency Contact Person: **Sandeep Singh - Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2022**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Contra Costa County Department of Conservation and Development

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature Title

Applicant:
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Sandeep Singh
Environmental Services Division
Phone: (925) 313-2022

Department of Fish and Game Fees Due
 EIR - \$3,343.²⁵
 Neg. Dec. - \$2,406.⁷⁵
 DeMinimis Findings - \$0
 County Clerk - \$50
 Conservation & Development - \$25

Total Due: \$75 _____
Total Paid \$ _____
Receipt #: _____



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Conveyance of Real Property from Contra Costa County Flood Control & Water Conservation District to State of California, Dept. of Transportation.

RECOMMENDATION(S):

As the governing body of the Contra Costa County Flood Control and Water Conservation District (District), APPROVE and AUTHORIZE the conveyance of real property located in Alamo to the State of California, Department of Transportation (State), identified in Exhibit "A", of the Grant Deed (State Parcel No. 63615) and in accordance with the Right of Way Contract, for the purchase price of \$5,000, pursuant to Government Code Section 25526.5.

DETERMINE that the Real Property transaction between the County and the State under the threat of condemnation are ministerial acts and are therefore statutorily exempt from CEQA, pursuant to the California Code of Regulations, Title 14, Chapter 3, Section 15268. (FC Permit 610-19)

DETERMINE that the real property described in the right of way contract is no longer necessary for District purposes and its estimated value does not exceed twenty-five thousand dollars (\$25,000).

AUTHORIZE the Chief Engineer, or designee, to execute the Right of Way Contract on behalf of the District;

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Michael Serrano, 925.
957-2489

cc:

RECOMMENDATION(S): (CONT'D)

AUTHORIZE the Chair, Board of Supervisors, to execute a Grant Deed on behalf of the District in consideration for the payment received in full in the amount of \$5,000.

DIRECT the Real Estate Division of the Public Works Department to cause said Grant Deed and a certified copy of this Board Order to be delivered to the Grantee for recording in the office of the County Clerk-Recorder.

FISCAL IMPACT:

\$5,000 to be deposited into Flood Control Zone 3B Property Management.

BACKGROUND:

The District acquired the real property in the 1980's and 1990's for flood control purposes. The State is now requesting that the District transfer the portion of property no longer necessary for flood control purposes to the State for access and maintenance of the slope supporting Southbound Interstate 680 in this area. Real Estate Division staff have determined that the value of the property being conveyed to the State does not exceed \$25,000 (Govt Code §25526.5).

CONSEQUENCE OF NEGATIVE ACTION:

The District will continue to own and be responsible for the upkeep and maintenance of excess property no longer necessary for District purposes.

ATTACHMENTS

Grant Deed

Right of Way Contract

RECORDING REQUESTED BY
STATE OF CALIFORNIA

WHEN RECORDED RETURN TO
DEPARTMENT OF TRANSPORTATION
PO BOX 23440, MS-11A
OAKLAND, CA 94623-0440
Attn: Alden Chalk

Space above this line for Recorder's Use

GRANT DEED

District	County	Route	Postmile	Number
04	CC	680	R11.7	63615

CONTRA COSTA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT, a flood control district organized under the laws of the State of California, hereinafter called GRANTOR, hereby grants to the State of California, Department of Transportation, hereinafter called STATE, all that real property in the unincorporated area of Contra Costa County, 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
63615

The GRANTOR further understands that the present intention of the STATE is to construct and maintain a public highway on the lands hereby conveyed.

Dated: _____

For Contra Costa County Flood
Control and Water Conservation
District

CANDACE ANDERSEN
Chair, Board of Supervisors

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 _____

ROBERT A. FRANZOIA
Acting Director of Transportation

By _____
MARK L. WEAVER, Attorney in Fact
Deputy District Director
Right of Way and Land Surveys

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
63615

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of _____ } SS

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)

Number
63615

Exhibit A

All that real property situated in the unincorporated area of Contra Costa County, State of California, more particularly described as follows:

PARCEL 1 (63615-3):

BEGINNING at the Northwesterly terminus of that course described as "(2) S. 29°21'32" E., 425.00 feet" along the general Northeasterly line of PARCEL ONE as described in that certain Director's Deed (State Deed Number 15049-DD), recorded on June 06, 1968 in Volume 5640, at Page 280, Official Records of Contra Costa County, State of California; thence along said course and said general Northeasterly line the following six (6) courses: 1) South 29°21'50" East, 425.00 feet, 2) South 05°13'53" East, 136.98 feet, 3) South 21°46'09" East, 226.99 feet, 4) South 36°17'50" East, 130.01 feet, 5) South 47°35'43" East, 110.80 feet, and 6) South 31°55'09" East, 375.00 feet; thence South 64°32'30" West, 126.99 feet; thence North 36°59'21" West, 28.32 feet; thence North 30°30'57" West, 61.23 feet; thence along a tangent curve to the left with a radius of 379.99 feet, through a central angle of 23°22'35", an arc length of 155.03 feet; thence North 53°53'31" West, 68.39 feet; thence along a tangent curve to the right with a radius of 280.00 feet, through a central angle of 41°19'15", an arc length of 201.93 feet; thence North 12°34'16" West, 292.74 feet to a point hereinafter designated as POINT "A"; thence North 11°12'54" West, 68.39 feet; thence North 61°39'40" East, 42.70 feet; thence North 15°17'12" West, 35.36 feet; thence North 83°48'42" West, 49.46 feet; thence North 24°10'56" West, 47.20 feet; thence North 29°24'34" West, 107.89 feet to the general Southwesterly line of said PARCEL ONE; thence along last said line, North 63°00'22" East, 65.96 feet and North 25°11'38" West, 73.63 feet to the Northwesterly line of PARCEL 1797 as described in that Final Order of Condemnation (Case No.: C98-01220), recorded on February 23, 1999 as Document Number 99-0049818-00, Official Records of Contra Costa County, State of California; thence along last said line, South 63°21'57" West, 69.34 feet; thence North 22°24'26" West, 333.85 feet to the Northwesterly terminus of that course described as "S. 63°57'53" E., 86.44 feet" in PARCEL 2 as described in that certain Director's Deed (State Deed Number 17476-DD), recorded on March 02, 1967 in Volume 5316, at Page 203, Official Records of Contra Costa County, State of California; thence along last said course, South 63°58'11" East, 86.45 feet to the Southeasterly terminus thereof; thence along that course described as "(1) S. 63°57'53" E., 24.49 feet" in said Director's Deed (State Deed Number 15049-DD), South 63°58'11" East, 24.48 feet to the POINT OF BEGINNING.

CONTAINING 3.68 acres, more or less.

Number
63615

-2-

This conveyance is made for the purposes of a freeway and the grantor hereby release and relinquish to the grantee any and all abutter's rights of access, appurtenant to grantor's remaining property, in and to said freeway over and across the above-described parcel.

PARCEL 2 (63615-1):

An EASEMENT for ingress and egress purposes and incidents thereto, upon, through, over, and across that parcel of land described as follows:

COMMENCING at the Southwesterly terminus of that course described as "N. 40°03'15" E., 89.91 feet" along the general Northeasterly line of PARCEL ONE as described in that certain Director's Deed (State Deed Number 15049-DD), recorded on June 06, 1968 in Volume 5640, at Page 280, Official Records of Contra Costa County, State of California; thence along said course, North 40°02'57" East, 11.07 feet to the POINT OF BEGINNING; thence continuing along said course, North 40°02'57" East, 26.53 feet; thence North 57°05'22" West, 83.91 feet to that course described as "S. 28°49'55" W., 122.11 feet" along said general Northeasterly line; thence along last said line, South 28°49'37" West, 26.78 feet to a line that bears North 57°22'21" West from the Point of Beginning; thence along last said line, South 57°22'21" East, 78.71 feet to the POINT OF BEGINNING.

CONTAINING 2,156 square feet, more or less.

The bearings and distances used in the above descriptions are on the California Coordinate System of 1983, Epoch 1991.35, Zone 3. Multiply the above distances by 1.0000758 to obtain ground level distances.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors Act.

Signature: 
Licensed Land Surveyor

Date: 10/4/2019



_____, California

Dist.	Co.	Rte.	P.M.	Exp. Auth.
04	CC	680	R11.7	0J3809 (0413000462)

_____, 20

Contra Costa County Flood Control and
Water Conservation District, a flood
control district organized under the laws of
the state of California

Grantor(s)

Document No. 63615 in the form of a GRANT DEED, covering the property particularly described in the above instrument has been executed and delivered to ALDEN CHALK, Associate Right of Way Agent for the State of California.

In consideration of which, and the other considerations hereinafter set forth, it is mutually agreed as follows:

1. The parties have herein set forth the whole of their agreement. The performance of this agreement constitutes the entire consideration for said document and shall relieve the State of all further obligation or claims on this account, or on account of the location, grade or construction of the proposed improvement.
2. State shall:
 - (A) Pay the Grantor the sum of \$5,000.00 for the property or interest conveyed by above documents when title to said property vests in State subject to all liens, encumbrances, assessments, easements and leases (recorded and or unrecorded) and taxes.
 - (B) Pay all escrow and recording fees incurred in this transaction, and, if title insurance is desired by State, the premium charged therefor. Said escrow and recording charges shall not, however, include documentary transfer tax.
3. It is agreed and confirmed by the parties hereto that notwithstanding other provisions in this agreement, the right of possession and use of the subject property by the State, including the right to remove and dispose of improvements, commenced on June 28, 2018, and that the amount shown in Clause 2 herein includes, but is not limited to, full payment for such possession and use, including damages, if any, and interest from said date.
4. State also requires a temporary construction easement (TCE) shown as parcel 63615-2, on the attached map to terminate August 3, 2020. In case of unpredictable delays in construction, upon written notification, the terms of the Temporary Construction Easement may be extended by an amendment to this Right of Way contract. Grantor shall be compensated based on the fair market value at the time of the extension. Payment shall be made to the Grantor for the extension prior to the expiration of the original period.

5. The undersigned Grantor warrants, to the best of its knowledge, that they are the owner(s) in fee simple of the property as described in Document No. **63615** above and that they have the exclusive right to grant the property rights.
6. Grantor warrants that there are no oral or written leases on all or any portion of the property exceeding a period of one month, and the Grantor further agrees to hold State harmless and reimburse the State for any and all of its losses and expenses occasioned by reason of any lease of said property held by any tenant of Grantor for a period exceeding one month. Grantor shall provide a waiver signed by the tenants to the State at the time of signing this agreement.
7. All work done under this agreement shall conform to all applicable building, fire and sanitary laws, ordinances, and regulations relating to such work, and shall be done in a good and workmanlike manner. All structures, improvements or other facilities, when removed, and relocated, or reconstructed by the State, shall be left in as good condition as found.
8. In consideration of the States waiving the defects and imperfections in all matters of record title, the undersigned Grantor covenants and agrees to indemnify and hold the State of California harmless from any and all claims that other parties may make or assert on the title to the premises. The Grantor's obligation herein to indemnify the State shall not exceed the amount paid to the Grantor under this agreement.
9. State agrees to indemnify and hold harmless Grantor from any liability arising out of State's operations under this agreement. State further agrees to assume responsibility for any damages proximately caused by reason of State's operations under this agreement and State will, at its option, either repair or pay for such damage.
10. This Agreement shall be binding upon and inure to the benefit of the heirs, devisees, executors, administrators, legal representatives, successors and assigns of the grantor.
11. Except in an emergency situation, the Grantor, upon coordination with the Resident Engineer, can use the TCE area (Parcel 3, 63615-2) for their maintenance purposes, as long as it does not unreasonably interfere with the State's operations.
12. This agreement may be delivered by way of scanning and a scanned signature shall be treated as an original signature.

13. This transaction will be handled through an internal escrow by the State of California, Department of Transportation, District 4 Office, Post Office Box 23440 MS-11A, Oakland, CA 94623-0440.

In Witness Whereof, the Parties have executed this agreement the day and year first above written.

RECOMMENDED FOR APPROVAL:

RECOMMENDED FOR APPROVAL:

CONTRA COSTA COUNTY

Michael Serrano
Assistant Real Property Agent

ALDEN CHALK
Associate Right of Way Agent

Jessica L. Dillingham
Principal Real Property Agent

JASPREET SINGH
District Branch Chief
R/W Acquisition Services

APPROVED:

APPROVED:

**OWNER
CONTRA COSTA COUNTY FLOOD
CONTROL AND WATER
CONSERVATION DISTRICT, a flood control
District organized under the laws of the State of
California**

**STATE OF CALIFORNIA
Department of Transportation**

By _____
BRIAN M. BALBAS
Chief Engineer

By _____
MARK L. WEAVER
Deputy District Director
Right of Way and Land Surveys

No Obligation Other Than Those Set Forth Herein Will Be Recognized



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: APPROVE the Walden Green Improvement Project and take related actions under CEQA, Walnut Creek area.

RECOMMENDATION(S):

APPROVE the Walden Green Improvement Project (Project) and AUTHORIZE the Public Works Director, or designee, to advertise the Project, Walnut Creek area. [County Project No. 0664-6X5201, DCD-CP#19-34] (District IV)

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(h) and Class 4(b) Categorical Exemption, pursuant to Article 19, Sections 15301 and 15304 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.

FISCAL IMPACT:

Estimated Project cost: \$800,000. 100% Park Dedication Funds.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Laura Cremin, (925)
313-2015

cc:

BACKGROUND:

The purpose of this project is to install and maintain landscaping/hardscaping at Walden Green, a green open space managed by Contra Costa County Public Works (CCCPWD) – Special Districts. The space is comprised of Walden Green I and Walden Green II, which together span an approximately half-mile stretch of the Iron Horse Trail Corridor. The vegetation plan was selected as a way to maintain Walden Green I and II in accordance with available funding. The landscape maintenance fund for Walden Green I was initially based on a redevelopment fund, however, County Redevelopment was disbanded and funds were therefore reduced. Walden Green II was completed in 2018 without designated funding for ongoing maintenance.

The project will install landscape plants that will require less water and maintenance than the existing vegetation. Walden I and II are approximately 5.2 acres in area, of which approximately 2.8 acres of irrigated lawn will be removed and replaced with low maintenance landscaping/hardscaping. 500 linear feet of non-native shrubs may be removed along the Walden Green I and II spaces to allow better visibility of and along the trail in response to public concerns about safety along the trail corridor. Existing shrubs, bushes, and trees may also be trimmed to increase visibility. The project will remove trees that are in poor condition and those entangled with power lines. Walden I and II contain 166 trees greater than 6-inches in diameter that were evaluated by a licensed arborist. Approximately 31 mature trees and 18 trees with a diameter less than 6-inches will be removed. Excavation of up to two feet deep is required for root removal.

Landscaping/hardscaping elements will include mulching, placement of decomposed granite and stone, steel edging to contain these elements, and renovation of the existing irrigation system. Six 650-gallon in ground trash systems may be installed, which hold large volumes of trash in order to reduce trash removal trips. Excavation of up to five feet deep is required to install the trash systems. Other minor alternatives such as removal of broken water fountains, short trail connections, or benches and tables may be implemented. Public outreach about the project will be provided at onsite informational sessions prior to conducting work. A letter will be sent to residents notifying them of the sessions.

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: WO5201
CP# 19-34

PROJECT NAME: Walden Green Improvement Project

AB

PREPARED BY: Laura Cremin, Environmental Services Division DATE: December 26, 2019

APPROVED BY: Telma B. Moreno DATE: 1/6/2020

RECOMMENDATIONS:

- Categorical Exemption: §15301 [Class h], §15304 [Class b] 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 the replacement and maintenance of existing landscaping, pursuant to section 15301(h) and 15304(b) of the State CEQA Guidelines.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: Walnut Creek	Base Map Sheet #: L-14	Parcel #: N/A
-------------------------------	------------------------	---------------

GENERAL CONSIDERATIONS:

- Location:** The project is located at Walden Green, a park between Treat Boulevard and Mayhew Way, in unincorporated Walnut Creek in Central Contra Costa County (Figures 1 – 2).
- Project Description:** The purpose of this project is to install and maintain landscaping/hardscaping at Walden Green, a green open space managed by Contra Costa County Public Works (CCCPWD) – Special Districts. The space is comprised of Walden Green I (between Treat Boulevard and Coggins Drive) and Walden Green II (between Coggins Drive and Mayhew Way), which together span an approximately half-mile stretch of the Iron Horse Trail Corridor. The vegetation plan was selected as a way to maintain Walden Green I and II in accordance with available funding. The landscape maintenance fund for Walden Green I was initially based on a redevelopment fund, however, County Redevelopment was disbanded and funds were therefore reduced. Walden Green II was completed in 2018 without designated funding for ongoing maintenance.

The project will install landscape plants that will require less water and maintenance than the existing vegetation (Figure 3). Walden I and II are approximately 5.2 acres in area, of which approximately 2.8 acres of irrigated lawn will be removed and replaced with low maintenance landscaping/hardscaping. 500 linear feet of non-native shrubs may be removed along the Walden Green I and II spaces to allow better visibility of and along the trail in response to public concerns about safety along the trail corridor. Existing shrubs, bushes, and trees may also be trimmed to increase visibility. The project will remove trees that are in poor condition and those entangled with power lines. Walden I and II contain 166 trees greater than 6-inches in diameter that were evaluated by a licensed arborist. Approximately 31 mature trees and 18 trees with a diameter less than 6-inches will be removed. An arborist report from March 2019 deemed all but three of these trees to have "low" suitability for preservation based the health, age, and structural condition of the tree species and they are expected to continue to decline regardless of treatment. Three trees were rated as "moderate" suitability for preservation, but one was noted to be nearly dead and the other two were young trees in good condition but in locations determined to be a safety concern. Excavation of up to two feet deep is required for root removal.

Landscaping/hardscaping elements will include mulching, placement of decomposed granite and stone, steel edging to contain these elements, and renovation of the existing irrigation system. Six 650-gallon in ground trash systems may be installed, which hold large volumes of trash in order to reduce trash removal trips. Excavation of up to five feet deep is required to install the trash systems. Other minor alternatives such as removal of broken water fountains, short trail connections, or benches and tables may be implemented. Public outreach about the project will be provided at onsite informational sessions prior to conducting work. At the sessions, CCCPWD staff will describe the scope of work and show before and after renderings of the site. A letter will be sent to residents notifying them of the sessions.

The project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented during construction. One lane will be open during construction activities. Emergency vehicles will have access at all times.

- Does it appear that any feature of the project will generate significant public concern?**
 Yes No maybe (Nature of concern):
- Will the project require approval or permits by other than a County agency?**
 Yes No
- Is the project within the Sphere of Influence of any city?** Yes, Walnut Creek

CONTRA COSTA CALIFORNIA COUNTY

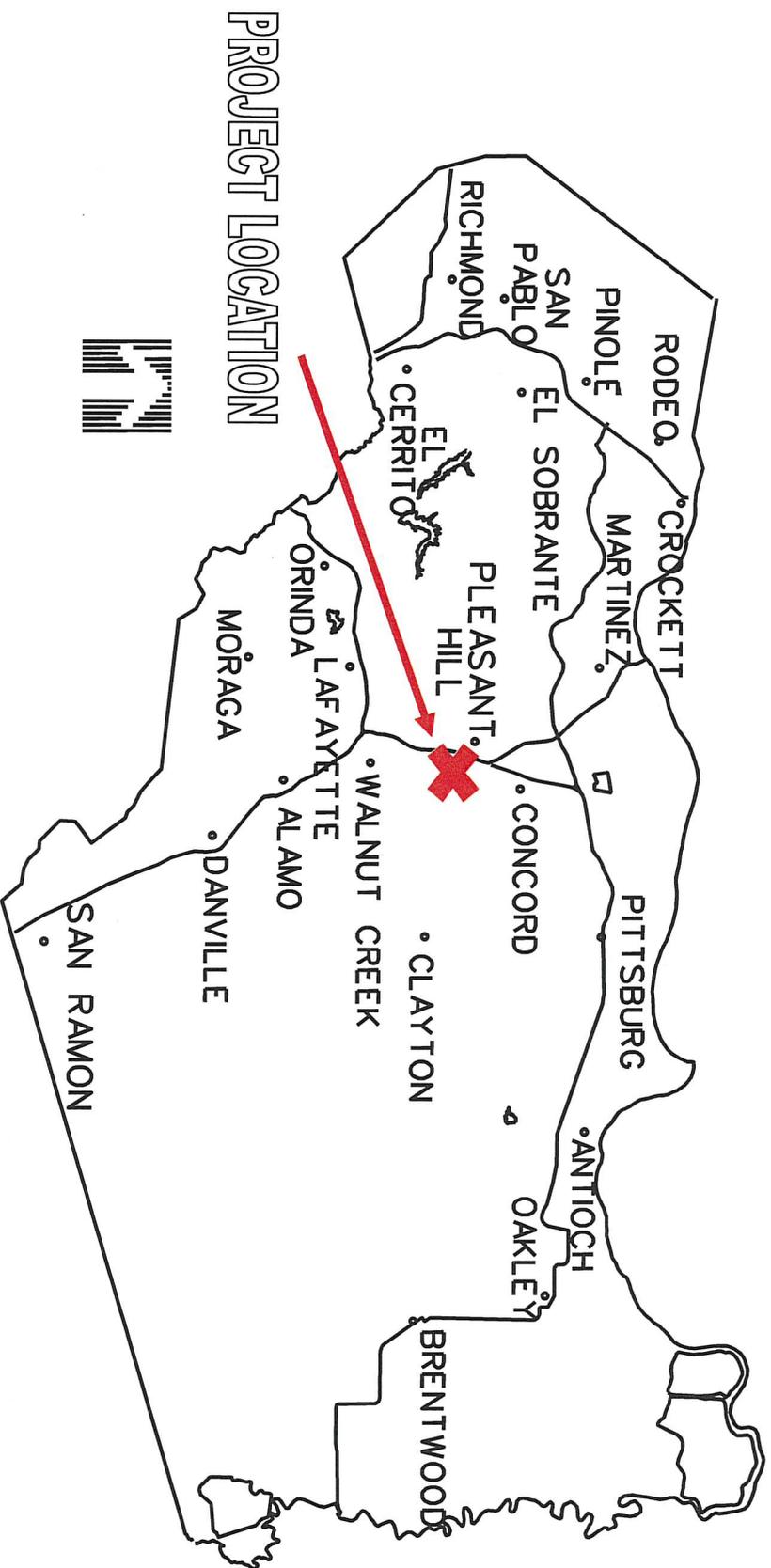


FIGURE 1: Regional Location Map
Walden Green Improvement Project

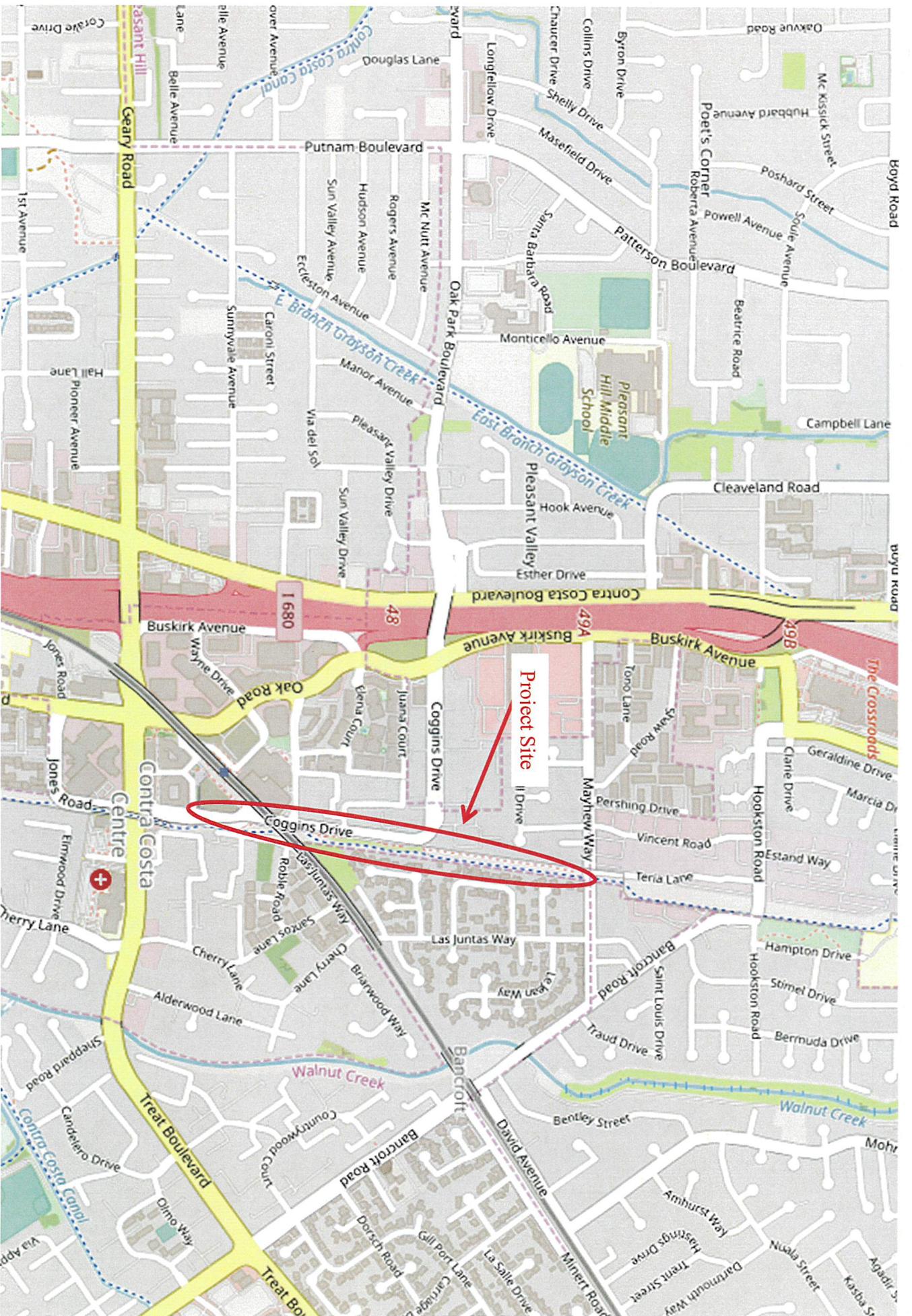


FIGURE 2: Project Vicinity Map
 Walden Green Improvement Project

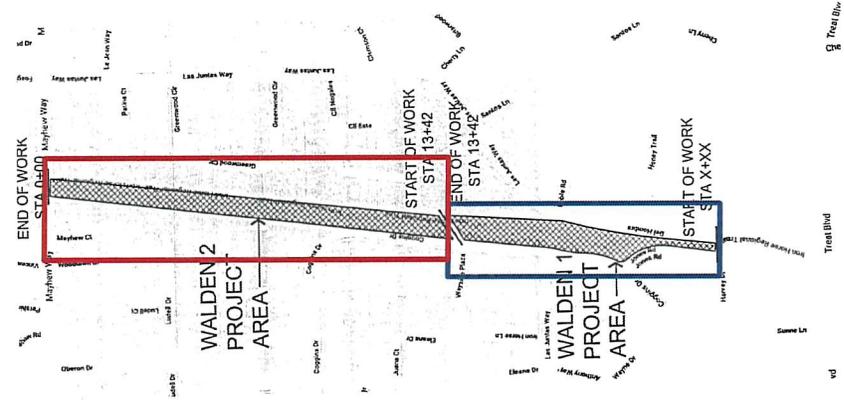


FIGURE 3: Project Vicinity Aerial
Walden Green Improvement Project

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: Walden Green Improvement Project
Proj. No. WO5201, CP#19-34

Project Applicant: Contra Costa County Public Works Department, 255 Glacier Drive Martinez, CA 94553

Project Location: The project is located at Walden Green, a park between Treat Boulevard and Mayhew Way, in unincorporated Walnut Creek in Central Contra Costa County.

Lead Agency: Contra Costa County Department of Conservation and Development

Description of Nature, Purpose and Beneficiaries of Project: The purpose of this project is to install and maintain landscaping/hardscaping at Walden Green, a green open space managed by Contra Costa County Public Works (CCCPWD) – Special Districts. The space is comprised of Walden Green I (between Treat Boulevard and Coggins Drive) and Walden Green II (between Coggins Drive and Mayhew Way), which together span an approximately half-mile stretch of the Iron Horse Trail Corridor. The vegetation plan was selected as a way to maintain Walden Green I and II in accordance with available funding. The landscape maintenance fund for Walden Green I was initially based on a redevelopment fund, however, County Redevelopment was disbanded and funds were therefore reduced. Walden Green II was completed in 2018 without designated funding for ongoing maintenance.

The project will install landscape plants that will require less water and maintenance than the existing vegetation. Walden I and II are approximately 5.2 acres in size, of which approximately 2.8 acres of irrigated lawn will be removed and replaced with low maintenance landscaping/hardscaping. 500 linear feet of non-native shrubs may be removed along the Walden Green I and II spaces to allow better visibility of and along the trail in response to public concerns about safety along the trail corridor. Existing shrubs, bushes, and trees may also be trimmed to increase visibility. The project will remove trees that are in poor condition and those entangled with power lines. Walden I and II contain 166 trees greater than 6-inches in diameter that were evaluated by a licensed arborist. Approximately 31 mature trees and 18 trees with a diameter less than 6-inches will be removed. An arborist report from March 2019 deemed all but three of these trees to have "low" suitability for preservation based the health, age, and structural condition of the tree species and they are expected to continue to decline regardless of treatment. Three trees were rated as "moderate" suitability for preservation, but one was noted to be nearly dead and the other two were young trees in good condition but in locations determined to be a safety concern. Excavation of up to two feet deep is required for root removal.

Landscaping/hardscaping elements will include mulching, placement of decomposed granite and stone, steel edging to contain these elements, and renovation of the existing irrigation system. Six 650-gallon in ground trash systems may be installed, which hold large volumes of trash in order to reduce trash removal trips. Excavation of up to five feet deep is required to install the trash systems. Other minor alternatives such as removal of broken water fountains, short trail connections, or benches and tables may be implemented. Public outreach about the project will be provided at onsite informational sessions prior to conducting work. At the sessions, CCCPWD staff will describe the scope of work and show before and after renderings of the site. A letter will be sent to residents notifying them of the sessions.

The project will maintain the existing drainage pattern and will not create new impervious areas. Appropriate Best Management Practices (BMPs) will be implemented during construction. One lane will be open during construction activities. Emergency vehicles will have access at all times.

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 (h), 15304 (b)
- Other Statutory Exemption, Code No.: _____
- Common Sense Exemption [Section 15061 (b)(3)]

Reasons why project is exempt: The project consists of replacing existing sidewalks and landscaping, pursuant to section 15301(c) and 15301(h) of the State 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: Laura B. Cremin Date: 1/6/2020 Title: Principal Planner
Contra Costa County Department of Conservation and Development

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature Title

Applicant:
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Laura Cremin
Environmental Services Division
Phone: (925) 313-2015

Department of Fish and Game Fees Due

- EIR - \$3,343.²⁵
- Neg. Dec. - \$2,406.⁷⁵
- DeMinimis Findings - \$0
- County Clerk - \$50
- Conservation & Development - \$25

Total Due: \$75
Total Paid \$ _____
Receipt #: _____



Contra
Costa
County

To: Contra Costa County Flood Control District Board of Supervisors

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

Date: January 21, 2020

Subject: Approve Agreement with American Rivers for the Three Creeks Parkway Restoration Project, Brentwood area. Project No. 7562-6D8490

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chief Engineer, Contra Costa County Flood Control and Water Conservation District (District), or designee, to execute an agreement with American Rivers, Inc. (American Rivers), subject to approval by the County Administrator and approval as to form by County Counsel, for implementation of the Three Creeks Parkway Restoration Project (Project).

FISCAL IMPACT:

Property acquisitions under the agreement with American Rivers (Agreement) will cost an estimated \$200,000, which will be paid with Drainage Area (DA) 130 funds. The District will also incur costs to complete a portion of the Project work if the Board, in a later action, awards a contract to complete that work. Those costs would be paid with DA 130 funds, and reimbursed in part by American Rivers. The District will advise the Board of the District's share of the costs of the Project at that time.

BACKGROUND:

The Three Creeks Parkway Restoration Project (Project), a joint effort

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

Contact: Gus Amirzehni, (925) 313-2128

By: Stacey M. Boyd, Deputy

BACKGROUND: (CONT'D)

by the District and American Rivers, involves the widening of Marsh Creek and installation of native landscaping in and alongside three reaches of the creek in the Brentwood area, starting at the Union Pacific Railroad overcrossing and ending at Dainty Avenue. The Project is an expansion of a smaller project, originally proposed by American Rivers and called the Three Creeks Restoration Project, for which the DWR in 2016 provided a grant to both American Rivers and the Flood Control District. In March 27, 2018, the District and American Rivers entered into an agreement to share costs of completion of the smaller project. Under that agreement, American Rivers was to bear the bulk of the costs of the smaller project through a number of grants, and retain contractors to complete all of the civil/earth work and landscaping work. The District was to make a contribution in the form of in-kind services to complete an environmental review of the project. The proposed agreement (Agreement) would supersede the 2018 agreement and set forth cost sharing and responsibilities to complete the larger project. Key provisions of the Agreement are as follows:

1. Property acquisitions. The District will be obligated to utilize its best efforts to acquire interests in real property adjacent to Marsh Creek that have been determined to be needed to complete the Project. The Agreement provides that the Project will be terminated if one of these real property interests is not obtained. In that event, American Rivers and the District would proceed with the smaller Three Creeks Restoration Project instead.
2. Funding; funding assessments. District staff has identified \$1,677,533 in DA 130 funds as available to contribute to the civil/earth work portion of the Project. American Rivers' has secured approximately \$5.4 million, primarily from state and federal grants, to contribute toward Project costs. The estimated cost of the Project work as a whole is approximately \$6.6 million. Because of the potential for bids to come in higher than estimates, the Project work was broken into base bids and bid alternates, allowing for portions of the work to proceed even if all of it cannot be completed due to insufficient funding. Under the Agreement's funding assessment process, the District and American Rivers will evaluate the sufficiency of funding after bids are opened and then determine what parts of the Project can be funded, in an agreed order of priority. If funding earmarked for civil/earth work is not sufficient to fund even the base bid portion of the civil/earth work, the Project will be terminated, and the District and American Rivers will proceed to complete the DWR-funded smaller project instead.
3. Design plans. Under the Agreement, American Rivers is responsible for providing and paying the cost of design plans for the civil/earth work and landscaping work. Both sets of plans are to be submitted to the Board for approval.
4. Bidding and contracting; permits. Under the Agreement, bidding and contracting for the civil/earth work is the responsibility of the District. American Rivers will be responsible for soliciting bids and contracting for the landscaping work. The District will obtain permits from state and federal agencies, while American Rivers will obtain permits from local agencies, including an encroachment permit from the District.
5. Project work responsibilities. Under the Agreement, depending on the sufficiency of funding, property acquisitions and conditioned upon the Board's approval of a contract with a civil/earth work contractor, the District will be responsible for completing the civil/earth work portion of the Project that can be funded. American Rivers will be responsible for completing the corresponding landscaping portion of the Project, and then maintaining the landscaping through establishment. After establishment (at approximately the 6-year mark), the District will be responsible for maintaining the landscaping at its cost.
6. District cost. As noted above, \$1,677,533 in District funding has been identified for contribution to the civil/earth work portion of the Project, subject to Board approval. However, the Agreement also provides

that both the District and American Rivers can elect to contribute more funding toward the Project. This provides an avenue to avoid termination of the Project for lack of sufficient funding. If District staff elects to utilize this provision, District's proposed contribution for civil/earth work will be calculated during the funding assessment. When the District submits a proposed contract award to the Board for consideration, the Board will be advised of the District's proposed contribution, which will be District's share of the costs under the contract. The remainder of the costs would be the responsibility of American Rivers. The District would recover those costs through an invoicing and reimbursement process.

7. Flood control safeguards. Because the Project is taking place in a flood control channel, the Agreement contains standards designed to prevent landscaping from becoming too dense and thereby slow the flow of stormwater. There are also requirements in the Agreement to design the landscaping work so that there are clear areas through which maintenance crews can enter in order to inspect and maintain the creek.

8. Indemnification. American Rivers will be required to defend and indemnify the District against liabilities caused by the American Rivers, and the District will be required to defend and indemnify American Rivers against liabilities caused by the District.

CONSEQUENCE OF NEGATIVE ACTION:

If the Agreement is not approved, American Rivers and the District will remain obligated under their existing agreement to complete the smaller DWR-funded project.



**Contra
Costa
County**

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: January 21, 2020

Subject: Public report of litigation settlement agreements that became final during the period of December 1, 2019, through December 31, 2019

RECOMMENDATION(S):

RECEIVE public report of litigation settlement agreement that became final during the period of December 1, 2019, through December 31, 2019, as recommended by County Counsel.

FISCAL IMPACT:

Settlement amounts are listed below.

BACKGROUND:

One agreement to settle pending litigation, as defined by Government Code section 54956.9, became final during the period December 1, 2019, through December 31, 2019.

Tamila Jayne Johnson, et al. v. County of Contra Costa, et al., CCC Sup. Ct. Case No. C16-01717. On November 5, 2019, the Board of Supervisors approved settlement of this medial malpractice lawsuit. The Board authorized settlement in the amount of \$225,000, inclusive of attorneys' fees and costs, in closed session by a 5-0 vote. The settlement agreement was fully executed on December 12, 2019. The funding source is the Risk Management Medical Malpractice Internal Service Fund.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Thomas Geiger, (925)
335-1800

BACKGROUND: (CONT'D)

This report includes final settlements of litigation matters handled by the Office of the County Counsel. This report does not include litigation settlements that were reported by the Risk Management Division of the County Administrator's Office as a consent item on the Board's open session agenda.

CONSEQUENCE OF NEGATIVE ACTION:

The report would not be accepted.

CHILDREN'S IMPACT STATEMENT:

N.A.



Contra
Costa
County

To: Board of Supervisors
From: Sharon L. Anderson, County Counsel
Date: January 21, 2020

Subject: Contract for Specialized Professional Services with Olson Remcho LLP

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Counsel, or her designee, to execute, on behalf of Contra Costa County, a contract for specialized professional services with Olson Remcho LLP, effective January 1, 2020.

FISCAL IMPACT:

Provision for outside legal services is included in the appropriate FY 2019/2020 department operating budgets. Costs and payments are administered by the County Administrator's and County Counsel's Offices.

BACKGROUND:

On November 8, 2019, the County was served with a lawsuit in *BNSF Railway Company v. Alameda County, et al.*, US DC, N.D. Cal., 13-cv-07230-JCS. BNSF alleges that fourteen counties, including Contra Costa, have levied property taxes based on a tax rate that violates federal law. Under the terms of the proposed contract, thirteen of the fourteen named counties agree to retain Olson Remcho LLP, which will provide a joint defense. Pursuant to the terms of

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

Contact: Rebecca Hooley, Deputy County Counsel, (925) 335-1800

By: Stacey M. Boyd, Deputy

cc: Rebecca Hooley, Deputy County Counsel, Robert Campbell, Auditor-Controller

BACKGROUND: (CONT'D)

the contract, Contra Costa consents to allowing Olson to represent clients in election disputes in which Contra Costa is named as a respondent, and in which Contra Costa is not taking a substantive position in the matter adverse to the Olson's client(s). Retaining these specialized legal services will assist in defending against this lawsuit.

CONSEQUENCE OF NEGATIVE ACTION:

If the contract is not approved, the County will not participate in the joint agreement for specialized legal services with the majority of other counties named in the lawsuit.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: Claims

RECOMMENDATION(S):

DENY claims filed by Bruce Adkins, Anthony Tyrone Garrison, Geico Insurance For Sarad Gyawali, Valentina Jones, Estate of Maayan Jones & Sasha, Jordan & Benjamin Jones, Guadalupe Madrigal, Maria Navarro, Benito Figueroa Reyes, Kristin Richardson, USAA a/s/o Andrea Baker & Elyse Monteleone, Albert Washington.

DENY amended claim for Estate of Maayan Jones, Valentina Jones, Sasha, Jordan & Benjamin Jones

DENY late claim for Nickole Bouslog, Ronnie Bouslog, Amy Scarcy.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Bruce Adkins: Personal injury claim for alleged excessive force in an amount to exceed \$25,000.
Anthony

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Jami Napier,
925-335-1908

cc:

BACKGROUND: (CONT'D)

Tyrone Garrison: Property claim for lost personal property in the amount of \$3,120.

Geico Insurance for Sarad Gyawali: Property claim for damage to vehicle due to motor vehicle accident in the amount of \$349.54

Valentina Jones, Estate of Maayan Jones & Sasha, Jordan & Benjamin Jones: Personal injury claim for wrongful death arising out of bicycle accident in the amount of \$125,000,000.

Guadalupe Madrigal: Personal injury claim for medical negligence in an amount not listed.

Maria Navarro: Personal injury claim for fall in an amount of exceed \$25,000.

Benito Figueroa Reyes: Property claim for lost personal property in an amount not listed.

Kristin Richardson: Property claim for damage to vehicle in the amount of \$1,289.76

USAA a subrogee of Andrea Baker & Elyse Monteleone: Property claim for damage to vehicle due to roadway in the amount of \$8,880.03

Albert Washington: Property claim for lost personal property in an amount not listed.

Valentina Jones, Estate of Maayan Jones & Sasha, Jordan & Benjamin Jones: Amended personal injury claim for wrongful death arising out of bicycle accident in the amount of \$125,000,000.

Nickole Bouslog: Request that Board of Supervisors accept a late claim alleging abuse of disabled person.

Ronnie Bouslog: Request that Board of Supervisors accept a late claim alleging abuse of disabled person.

Amy Searcy (2): Request that Board of Supervisors accept a late claim for damages arising out of juvenile dependency action.

CONSEQUENCE OF NEGATIVE ACTION:

The limitations period in Government Code section 945.6, subsection (a) (1) would not apply to these claimants.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: ACCEPT Board members meeting reports for November 2019

RECOMMENDATION(S):

ACCEPT Board members meeting reports for November 2019.

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: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Joellen Bergamini
925.335.1906

cc:

ATTACHMENTS

District I November 2019 Report

District II November 2019 Report

District III November 2019
Report

District IV November 2019
Report

Supervisor John Gioia

January – 2019 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.).

1. Meeting Date: January 16, 2019

Meeting: SFBRA Governing Board Ad Hoc Committee

Location: Oakland, CA

Supervisor Gioia sought reimbursement from the County only for meetings that he attended in his capacity as a County Supervisor during the month of January, 2019 located outside Contra Costa County.

Supervisor Candace Andersen - Monthly Meeting Report November 2019

Date	Meeting	Location
1	BOS Special Meeting	Martinez
1	DVC Groundbreaking	San Ramon
2	Veterans Event	Danville
3	Culture to Culture Event	Danville
4	Danville Childrens Guild Event	Danville
4	SWAT	San Ramon
5	Board of Supervisors	Martinez
6	CCCERA	Concord
7	EBLC Philanthropy Awards	Danville
7	RecycleSmart	Concord
7	TRAFFIX Citizens Advisory	San Ramon
11	Veterans Day Events	Walnut Crk, Moraga, Lafayette
12	Board of Supervisors	Martinez
13	Family & Human	Martinez
13	LAFCO	Martinez
14	Industrial Assoc Event	Pleasant Hill
14	TWIC	Martinez
18	Census Meeting	Martinez
18	ITV TriValley 2020 Vision Summit	Dublin
19	Board of Supervisors	Martinez
19	TRAFFIX	San Ramon
20	CCCERA	Concord
20	East Bay EDA	Oakland
21	CCCTA	Concord
21	East Bay EDA	Oakland

Supervisor Diane Burgis - November 2019 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	Special Board of Supervisors Meeting	Martinez
1-Nov	Family Justice Center Meeting	Concord
2-Nov	John Muir Gala Event	Concord
4-Nov	Phone Meeting with Sheriff Livingston	Brentwood
4-Nov	Brentwood City Manager Retirement Event	Brentwood
5-Nov	Board of Supervisors Meeting	Martinez
5-Nov	Blackhawk Public Safety Town Hall	Danville
6-Nov	Senior Town Hall	Brentwood
6-Nov	Mental Health Commission Meeting	Pleasant Hill
7-Nov	Meeting with Assemblymember Bauer-Kahan	Alamo
7-Nov	Constituent Meeting	Martinez
8-Nov	Elemental Dispensary Tour	San Jose
8-Nov	Meeting with Family Justice Center	Concord
9-Nov	CAIR-SFBA's 25th Anniversary Gala	Santa Clara
11-Nov	Antioch Veterans Day Event	Antioch
11-Nov	Oakley Veterans Day Event	Oakley
12-Nov	Board of Supervisors Meeting	Martinez
12-Nov	Contra Costa County Fire Protection District Meeting	Martinez
12-Nov	Oakley City Council Meeting	Oakley
13-Nov	Contra Costa County/Alameda County Press Conference on Illegal Dumping	Oakland
13-Nov	Airport Meeting	Concord
13-Nov	Interview with Laura Anthony, Channel 7	Concord
13-Nov	LAFCO Meeting	Martinez
14-Nov	Industrial Association of Contra Costa County Luncheon	Pleasant Hill
14-Nov	State Route 4 Bypass Authority Meeting	Antioch
14-Nov	Transplan Meeting	Antioch
15-Nov	Delta Counties Coalition Meeting	Oakley
18-Nov	2020 Census Meeting	Martinez
18-Nov	Phone Meeting with County Administrator, David Twa	Brentwood
19-Nov	Board of Supervisors Meeting	Martinez
19-Nov	LAFCO Meeting	Martinez
19-Nov	Guitars not Guns Event	Martinez
20-Nov	Meeting with Commander Seaman, CHP	Brentwood
20-Nov	Census Regional Working Group Session	Antioch

20-Nov	Meeting with East Bay Leadership Council, Kristin Connelly	Antioch
21-Nov	Meeting with Contra Costa Immigrants Rights Alliance and Stand Together Contra Costa	Martinez
21-Nov	Antioch Chamber of Commerce Luncheon	Antioch
21-Nov	Phone Meeting with Director of Conservation and Development, John Kopchik	Brentwood
21-Nov	Delta Protection Commission Meeting	Sacramento
22-Nov	Meeting with Oakley City Manager, Bryan Montgomery	Oakley
27-Nov	Meeting with Antioch City Councilmember, Joy Motts	Brentwood
27-Nov	Meeting with Contra Costa County Union Coalition	Brentwood
27-Nov	Constituent Meeting	Brentwood

* Reimbursement may come from an agency other than Contra Costa County

Report

bodies report on meetings
meals, lodging, etc).

Purpose

Meeting

Meeting

Community Outreach

Meeting

Community Outreach

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**Supervisor Karen Mitchoff
November 2019**

DATE	MEETING NAME	LOCATION	PURPOSE
11/01/19	Board of Supervisors Special Meeting	Martinez	Decisions on agenda items
11/04/19	Finance Committee	Martinez	Decisions on agenda items
11/05/19	Board of Supervisors Meeting East Bay Leadership Council	Martinez	Decisions on agenda items
11/07/19	Philanthropy Awards	Danville	Community Outreach
11/07/19	CCSWA Rate Setting Meeting	Martinez	Decisions on agenda items
11/08/19	ABAG Administrative Committee	San Francisco	Decisions on agenda items
11/12/19	Board of Supervisors Meeting	Martinez	Decisions on agenda items
11/14/19	TWIC Meeting	Martinez	Decisions on agenda items
11/15/19	DCC In-Person Meeting	Oakley	Water Advocacy
11/19/19	Finance Ad-Hoc Meeting	Martinez	Decisions on agenda items
11/19/19	Board of Supervisors Meeting ABAG Finance and Executive Board	Martinez	Decisions on agenda items
11/21/19	Meeting	San Francisco	Decisions on agenda items



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: ACCEPT Board members meeting reports for December 2019

RECOMMENDATION(S):

ACCEPT Board members meeting reports for December 2019.

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: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Joellen Bergamini
925.335.1906

cc:

ATTACHMENTS

District II December 2019

District III December 2019 Report

District IV December 2019
Report

District I December 2019 Report

Supervisor Candace Andersen - Monthly Meeting Report *December 2019*

Date	Meeting	Location
2	DVOC	San Ramon
2	SWAT	San Ramon
3-5	CSAC Conference	San Francisco
3	City Council meetings	WC/Orind/Dnv
4	San Ramon Chamber Awards	San Ramon
5	Watershed symposium	Walnut Crk
6	EBRCSA	Pleasanton
8	Alamo ceremony	Alamo
9	Internal Ops	Martinez
9	City Council	Lafayette
10	Board of Supervisors	Martinez
11	CCCERA	Concord
11	LAFCO	Martinez
11	Moraga Town Council	Moraga
12	Leadership SRV	Danville
12	Recycle Smart	Walnut Creek
13	Census 2020 Workshop	Lafayette
16	Census Meeting	Martinez
17	Board of Supervisors	Martinez
19	CCCTA	Concord

Supervisor Diane Burgis - December 2019 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-Dec	CSAC Conference	San Francisco
2-Dec	CSAC Conference	San Francisco
3-Dec	CSAC Conference	San Francisco
4-Dec	CSAC Conference	San Francisco
4-Dec	Meeting with District Attorney's Association	Pleasant Hill
4-Dec	Mental Health Commission Meeting	Pleasant Hill
5-Dec	2019 Contra Costa Creek & Watershed Symposium	Moraga
5-Dec	Constituent Meeting	Brentwood
5-Dec	District 3 Holiday Open House	Brentwood
6-Dec	Tour of Garden of Edens Cannabis Retail Storefront	Hayward
9-Dec	Meeting with Ombudsman Services of Contra Costa & Solano	Martinez
9-Dec	Tour of new County Admin Building	Martinez
9-Dec	Internal Operations Committee Meeting	Martinez
9-Dec	Meeting with County Staff	Martinez
9-Dec	First 5 Committee Meeting	Concord
9-Dec	Guitars Not Guns Event	Concord
10-Dec	Board of Supervisors Meeting	Martinez
10-Dec	Contra Costa County Fire Protection District Meeting	Martinez
10-Dec	Housing Authority Meeting	Martinez
11-Dec	Meeting with HazMat Commission	Martinez
11-Dec	Meeting with County Administrator David Twa	Martinez
11-Dec	LAFCO Meeting	Martinez
11-Dec	Tri Delta Transit Meeting	Antioch
12-Dec	EHSD Community Services Bureau's Self-Assessment	Concord
12-Dec	Meeting with Leshar Foundation	Martinez
12-Dec	East Contra Costa County Habitat Conservancy Meeting	Pittsburg
12-Dec	East Contra Costa Regional Fee & Finance Authority Meeting	Antioch
13-Dec	Brentwood Chamber of Commerce 2020 Board Swearing-In	Brentwood
13-Dec	Contra Costa Health Plan/Joint Conference Committee Meeting	Martinez
14-Dec	Brentwood 's 37th Annual Holiday Parade	Brentwood
16-Dec	Delta Counties Coalition Meeting	Stockton

16-Dec	2020 Census Meeting	Martinez
17-Dec	Board of Supervisors Meeting	Martinez
18-Dec	Constituent Meeting	Brentwood
18-Dec	Meeting with Marsh Creek residents	Brentwood
18-Dec	Sean Casey Farewell Celebration	Pleasant Hill
19-Dec	Legislation Committee Meeting	Martinez
19-Dec	Meeting with CCP CAB Member	Martinez
19-Dec	Marsh Creek Trail Meeting	Clayton

* Reimbursement may come from an agency other than Contra Costa County

Meeting
Meeting
Meeting
Meeting
Community Outreach
Meeting
Meeting
Meeting

**Supervisor Karen Mitchoff
December 2019**

DATE	MEETING NAME	LOCATION	PURPOSE
12/02/19	CSAC Annual Meeting	San Francisco	CSAC Annual Meeting
12/09/19	Delta Conservancy	Sacramento	Water Advocacy
12/10/19	Board of Supervisors Meeting	Martinez	Decisions on agenda items
12/12/19	Meeting w/State Legislator	Orinda	Community Relations
12/12/19	CCCSWA Board Meeting	Walnut Creek	Decisions on agenda items
12/13/19	ABAG Administrative Committee	San Francisco	Decisions on agenda items
12/16/19	Finance Committee	Martinez	Decisions on agenda items
12/17/19	Board of Supervisors Meeting	Martinez	Decisions on agenda items
12/19/19	Legislation Committee	Martinez	Decisions on agenda items

Supervisor John Gioia

December – 2019 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.).

1. Meeting Date: December 2, 2019

Meeting: CSAC Annual Conference

Location: San Francisco, CA

Supervisor Gioia sought reimbursement from the County only for meetings that he attended in his capacity as a County Supervisor during the month of December, 2019 located outside Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: January 21, 2020

Subject: Recognizing Don and Joan Kurtz and the 1888 One Room Schoolhouse Program

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Gayle Israel 957-8860

cc:

AGENDA

ATTACHMENTS

Resolution 2020/4

MINUTES

ATTACHMENTS

Signed Resolution No.

2020/4

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2020/4

Recognizing Don and Joan Kurtz and the 1888 One Room Schoolhouse Program

Whereas; In 1996, Don and Joan Kurtz had the idea to start a living history program for the students of the San Ramon Valley. It would take place at the historic Tassajara Grammar School which is owned and operated by The Museum of the San Ramon Valley and is on the National Register of Historic Places. The program steps students back in time so that they experience a school day in 1888. Using period readers, hand held slates for arithmetic, quill and ink pens for penmanship and 19th century games for recess, the students experience a school day as their 19th century counterparts would have enjoyed.

Whereas; The program runs each year from January to June. Since the Kurtz's began the program, 47,000 third grade students have had a school day in 1888. They have come from 26 schools and represent public, private and home schooled children. The program has operated long enough that parents who attended this program as a third grader are now sending their children to the program. The program is now an important part of the local history requirement for San Ramon Valley schools.

Whereas; Since 1996, Don and Joan Kurtz have developed the school curriculum, scheduled schools, ordered supplies, and trained volunteer teachers to deliver the day's lessons. They teach on site during the week and return on weekends to ready the school for the next week's learning. And now, approaching the age of 90, have been doing this for 23 years. They are the glue that keeps this wonderful volunteer program going.

Whereas; The students are able to put their school day into context and compare their modern school day with that of their student counterparts 130 years ago. For many students this is the beginning of recognizing the value of history and their appreciation of historical sites as living places. These young people are temporally unplugged and get an appreciation of the life that they currently live but also an appreciation for the past and what a child's day was like a 130 years ago. This experience stays with them to become one of their fondest childhood memories. So much so that a bride recently chose the school for her wedding day because of her love for her experience as a third grader at the school. Experiential programs like this teach students the value of history by making it fun and memorable and instill in them a sense of history that will make them better stewards of their historical heritage as adults.

Whereas; Because of the day in and day out commitment, their hard work and dedication to this important experience, and the sense of appreciation of history instilled in the young students that attend the One Room School, Joan and Don Kurtz and the historic program that they created are worthy of being recognized.

That the Board of Supervisors hereby honor and thank Don and Joan Kurtz for their contributions to their community.

CANDACE ANDERSEN
Chair, District II Supervisor

JOHN GIOIA

Chair, District I 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: January 21, 2020

David J. Twa,

By: _____, Deputy

*The Board of Supervisors of
Contra Costa County, California*

In the matter of recognizing Don and Joan Kurtz and
the 1888 One Room Schoolhouse Program

Resolution No. 2020/4

WHEREAS, in 1996, Don and Joan Kurtz had the idea to start a living history program for the students of the San Ramon Valley. It would take place at the historic Tassajara Grammar School which is owned and operated by The Museum of the San Ramon Valley and is on the National Register of Historic Places. The program steps students back in time so that they experience a school day in 1888. Using period readers, handheld slates for arithmetic, quill and ink pens for penmanship and 19th century games for recess, the students experience a school day as their 19th century counterparts would have enjoyed; and

WHEREAS, the program runs each year from January to June. Since the Kurtz's began the program, 47,000 third grade students have had a school day in 1888. They have come from 26 schools and represent public, private and home-schooled children. The program has operated long enough that parents who attended this program as a third grader are now sending their children to the program. The program is now an important part of the local history requirement for San Ramon Valley schools; and

WHEREAS, since 1996, Don and Joan Kurtz have developed the school curriculum, scheduled schools, ordered supplies, and trained volunteer teachers to deliver the day's lessons. They teach on site during the week and return on weekends to ready the school for the next week's learning. And now, approaching the age of 90, have been doing this for 23 years. They are the glue that keeps this wonderful volunteer program going; and

WHEREAS, the students are able to put their school day into context and compare their modern school day with that of their student counterparts 130 years ago. For many students this is the beginning of recognizing the value of history and their appreciation of historical sites as living places. These young people are temporally unplugged and get an appreciation of the life that they currently live but also an appreciation for the past and what a child's day was like a 130 years ago. This experience stays with them to become one of their fondest childhood memories. So much so that a bride recently chose the school for her wedding day because of her love for her experience as a third grader at the school. Experiential programs like this teach students the value of history by making it fun and memorable and instill in them a sense of history that will make them better stewards of their historical heritage as adults; and

WHEREAS, Because of the day in and day out commitment, their hard work and dedication to this important experience, and the sense of appreciation of history instilled in the young students that attend the One Room School, Joan and Don Kurtz and the historic program that they created are worthy of being recognized.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby honor and thank Don and Joan Kurtz for their contributions to their community.

PASSED by a unanimous vote of the Board of Supervisors members present this day of January 21, 2020.



CANDACE ANDERSEN

Chair,
District II Supervisor



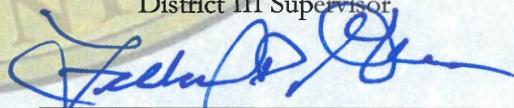
JOHN GIOIA
District I Supervisor



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: January 21, 2020

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By Stephanie Melbo, Deputy



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: January 21, 2020

Subject: Honoring Salesian College Preparatory High School Football Team

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Sonia Bustamante (510)
231-8686

cc:

AGENDA ATTACHMENTS

Resolution 2020/17

MINUTES ATTACHMENTS

Signed Resolution No.

2020/17

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2020/17

Salesian College Preparatory 2019 Varsity Football Team Honored for their State Championship

WHEREAS, Salesian College Preparatory in Richmond opened to the public as a private high school in 1960 but offered seminary training for young men in Richmond since 1927, when the Salesian Society purchased the Emeric estate; and

WHEREAS, Salesian is known for its strong athletics program and has won numerous championships, earning the reputation as the "home of the champions". This excellence demonstrates the staff's ability to teach focus, diligent training and respect for the game; and

WHEREAS, Salesian students conduct themselves as ambassadors of the sport, train hard, and support classmates on and off the field while striving for excellence in and out of the classroom; and

WHEREAS, the 2019 Salesian Varsity Football Team finished the season with 13-2 overall record, making history when it won the school's first ever California Interscholastic Federation State Championship; and

WHEREAS, the talented 2019 Varsity team won the TCAL - Rock Division Championship, the North Coast Section Division VII Championship, the NorCal Division 6A Championship, and the CIF 6A State Championship.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors honors the 2019 Salesian Varsity Football Team for its historical accomplishments which demonstrate hard work, diligence and excellent sportsmanship and congratulates all players, coaches and staff.

CANDACE ANDERSEN
Chair, District II Supervisor

JOHN GIOIA
Chair, District I 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: January 21, 2020

David J. Twa,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

In the matter of honoring Salesian College
Preparatory 2019 Varsity Football Team for their State
Championship

Resolution No. 2020/17

WHEREAS, Salesian College Preparatory in Richmond opened to the public as a private high school in 1960 but offered seminary training for young men in Richmond since 1927, when the Salesian Society purchased the Emeric estate; and

WHEREAS, Salesian is known for its strong athletics program and has won numerous championships, earning the reputation as the "home of the champions". This excellence demonstrates the staff's ability to teach focus, diligent training and respect for the game; and

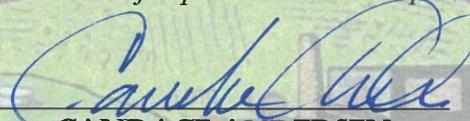
WHEREAS, Salesian students conduct themselves as ambassadors of the sport, train hard, and support classmates on and off the field while striving for excellence in and out of the classroom; and

WHEREAS, the 2019 Salesian Varsity Football Team finished the season with a 13-2 overall record, making history when it won the school's first ever California Interscholastic Federation State Championship; and

WHEREAS, the talented 2019 Varsity team won the TCAL - Rock Division Championship, the North Coast Section Division VII Championship, the NorCal Division 6A Championship, and the CIF 6A State Championship.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby honor the 2019 Salesian Varsity Football Team for its historical accomplishments which demonstrate hard work, diligence and excellent sportsmanship and congratulates all players, coaches and staff.

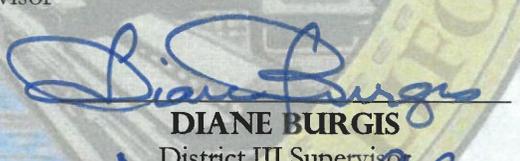
PASSED by a unanimous vote of the Board of Supervisors members present this day of January 21, 2020.



CANDACE ANDERSEN
Chair,
District II Supervisor



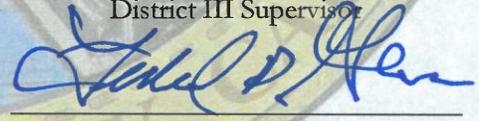
JOHN GIOIA
District I Supervisor



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: January 21, 2020

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By Stephanie Wolff, Deputy





Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: Eligibility Workers Month

RECOMMENDATION(S):

PROCLAIM January 2020 as Eligibility Workers Month in Contra Costa County.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Elaine Burres
606-4960

cc:

AGENDA ATTACHMENTS

Resolution 2020/15

MINUTES ATTACHMENTS

Signed Resolution No.

2020/15

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:
Eligibility Workers Month

Resolution No. 2020/15

WHEREAS, Contra Costa County promotes a vision of a thriving community where all individuals and families can be healthy, safe, secure, and self-sufficient; and WHEREAS, Eligibility Workers effectively fulfill the mission of the human services profession by enhancing the well-being of our residents struggling to obtain such basic needs as food, shelter, healthcare and transportation, as well as by identifying additional needs and referring customers to programs and services that support self-sufficiency; and

WHEREAS, despite the enormous challenges of being on the frontlines of assisting those in need, Eligibility Workers continue to dedicate themselves to making a difference in the lives of our citizens through compassion, collaboration and the dissemination of information.

WHEREAS, the Eligibility Workers in Contra Costa County are experts in the primary benefit programs of CalFresh, CalWORKs, Welfare-to-Work, Medi-Cal, General Assistance, Foster Care, Adoption Assistance Program, and KinGAP; and WHEREAS, Eligibility Workers in Contra Costa County interview customers to obtain critical information to determine eligibility as well as assist customers in receiving benefits to which they may be entitled; and

WHEREAS, Eligibility Workers help ensure that children are placed in stable living environments with timely and efficient handling of caregiver paperwork; and

WHEREAS, Eligibility Workers conduct home visits to aged and severely impaired individuals to determine Medi-Cal eligibility for In-Home Supportive Services (IHSS) applicants and recipients in Contra Costa County; and

WHEREAS, on a daily basis, eligibility staff interact with and assist customers from various socio-economic, ethnic and cultural backgrounds, often under adverse conditions and in highly stressful situations; and

WHEREAS, Eligibility Workers in Contra Costa County provide assistance with humanity and sensitivity, upholding the Department's values of organizational excellence, exceptional customer service, open communication, innovation, ethical behavior, and diversity.

NOW, THEREFORE, BE IT RESOLVED: that the Board of Supervisors of Contra Costa County does hereby proclaim January 2020 as Eligibility Workers Month in Contra Costa County, and calls upon citizens to recognize Eligibility Workers for the significant difference they make in the lives of needy families and individuals through their profession.

CANDACE ANDERSEN
Chair, District II Supervisor

JOHN GIOIA
Chair, District I Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV Supervisor

FEDERAL D. GLOVER
District V Supervisor

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and entered on the minutes of the Board of Supervisors on
the date
shown.

ATTESTED: January 21, 2020

David J. Twa,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

In the matter of recognizing "Eligibility Workers
Month" in Contra Costa County

Resolution No. 2020/15

WHEREAS, Contra Costa County promotes a vision of a thriving community where all individuals and families can be healthy, safe, secure, and self-sufficient; and

WHEREAS, Eligibility Workers effectively fulfill the mission of the human services profession by enhancing the well-being of our residents struggling to obtain such basic needs as food, shelter, healthcare and transportation, as well as by identifying additional needs and referring customers to programs and services that support self-sufficiency; and

WHEREAS, despite the enormous challenges of being on the frontlines of assisting those in need, Eligibility Workers continue to dedicate themselves to making a difference in the lives of our citizens through compassion, collaboration and the dissemination of information; and

WHEREAS, the Eligibility Workers in Contra Costa County are experts in the primary benefit programs of Cal Fresh, CalWORKs, Welfare-to-Work, Medi-Cal, General Assistance, Foster Care, Adoption Assistance Program, and KinGAP; and

WHEREAS, Eligibility Workers in Contra Costa County interview customers to obtain critical information to determine eligibility as well as assist customers in receiving benefits to which they may be entitled; and

WHEREAS, Eligibility Workers help ensure that children are placed in stable living environments with timely and efficient handling of caregiver paperwork; and

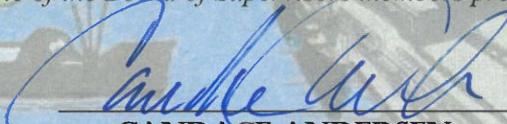
WHEREAS, Eligibility Workers conduct home visits to aged and severely impaired individuals to determine Medi-Cal eligibility for In-Home Supportive Services (IHSS) applicants and recipients in Contra Costa County; and

WHEREAS, on a daily basis, eligibility staff interact with and assist customers from various socio-economic, ethnic and cultural backgrounds, often under adverse conditions and in highly stressful situations; and

WHEREAS, Eligibility Workers in Contra Costa County provide assistance with humanity and sensitivity, upholding the Department's values of organizational excellence, exceptional customer service, open communication, innovation, ethical behavior, and diversity.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby proclaim January, 2020 as "Eligibility Workers Month" in Contra Costa County, and does call upon citizens to recognize Eligibility Workers for the significant difference they make in the lives of needy families and individuals through their profession.

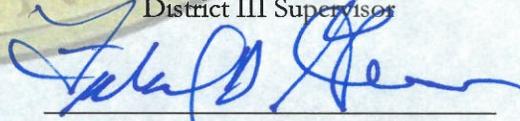
PASSED by a unanimous vote of the Board of Supervisors members present this day of January 21, 2020.


CANDACE ANDERSEN
Chair,
District II Supervisor


JOHN GIOIA
District I Supervisor


DIANE BURGIS
District III Supervisor


KAREN MITCHOFF
District IV Supervisor

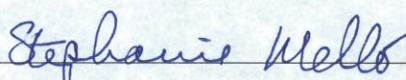

FEDERAL D. GLOVER
District V Supervisor



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: January 21, 2020

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By , Deputy



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: January 21, 2020

Subject: Resolution proclaiming January 2020 as Human Trafficking Awareness Month in Contra Costa County

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: 9259578860

cc:

AGENDA ATTACHMENTS

Resolution 2020/21

MINUTES ATTACHMENTS

Signed Resolution No.

2020/21

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2020/21

recognizing January 2020 as Human Trafficking Awareness Month in Contra Costa County.

WHEREAS, human trafficking is a form of abuse in which force, fraud or coercion is used to control victims for the purpose of commercial sexual or labor exploitation; that occurs in every industry and affects individuals of all genders, ages and of all backgrounds; and

WHEREAS, human trafficking is a lucrative industry and the fastest growing criminal industry in the world; and uses violent and exploitive tactics to target vulnerable members of our communities; and

WHEREAS, the crime of human trafficking violates an individual's privacy, dignity, security and humanity due to the systematic use of physical, emotional, sexual, psychological and economic exploitation, control and/or abuse; and

WHEREAS, the impact of human trafficking is wide-ranging, directly affecting foreign nationals as well as US citizens, and society as a whole; victims experience trauma, violence, manipulation, fraud and coercion at the hands of their traffickers. It is often the most vulnerable members of our communities who are affected by human trafficking; and

WHEREAS, between January 1, 2018 to December 31, 2018, 10,949 human trafficking cases were reported nationally to the National Human Trafficking Resource Center; of those reports, the majority of cases were reported in California. Contra Costa County is not immune to human trafficking. While underreported, over the last four years the Contra Costa Human Trafficking Coalition and several partner agencies including Community Violence Solutions, STAND! for Families Free of Violence, Bay Area Legal Aid, International Rescue Committee and Calli House, identified and served over 500 victims of human trafficking.

WHEREAS, the County's Alliance to End Abuse acknowledges that fighting exploitation and human trafficking is a shared community responsibility and therefore has worked with numerous public and private agencies to establish the Contra Costa Human Trafficking Coalition, in order to strengthen the County's comprehensive response to human trafficking initiated by county departments, law enforcement agencies, and numerous community and faith-based organizations; and continuing to build its collaboration by linking with local, regional and federal agencies; and

WHEREAS, Contra Costa County is working to raise awareness so individuals will become more informed, identify ways their behavior contributes to a patriarchal culture that supports and tolerates the systemic abuse of vulnerable populations that include women and people of color; and take action to end human trafficking in their communities.

that the Board of Supervisors of Contra Costa County does hereby proclaim January 2020 as HUMAN TRAFFICKING AWARENESS MONTH, and urges all residents to actively participate in the efforts to both raise awareness of, and end, all forms of human trafficking in our communities. During Human Trafficking Awareness Month, let us recognize the survivors of trafficking, and let us resolve to build a future in which no people are denied their inherent human rights of freedom and dignity. Let us make it known that human trafficking has no place in this city, this county, this nation or this world.

CANDACE ANDERSEN
Chair, District II Supervisor

JOHN GIOIA
Chair, District I Supervisor

DIANE BURGIS
District III Supervisor

KAREN MITCHOFF
District IV Supervisor

FEDERAL D. GLOVER
District V Supervisor

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action taken
and entered on the minutes of the Board of Supervisors on
the date
shown.

ATTESTED: January 21, 2020

David J. Twa,

By: _____, Deputy

The Board of Supervisors of Contra Costa County, California

In the matter of recognizing January 2020 as "Human
Trafficking Awareness" Month in Contra Costa
County

Resolution No. 2020/21

WHEREAS, human trafficking is a form of abuse in which force, fraud or coercion issued to control victims for the purpose of commercial sexual or labor exploitation; that occurs in every industry and affects individuals of all genders, ages and of all backgrounds; and

WHEREAS, human trafficking is a lucrative industry and the fastest growing criminal industry in the world; and uses violent and exploitive tactics to target vulnerable members of our communities; and

WHEREAS, the crime of human trafficking violates an individual's privacy, dignity, security and humanity due to the systematic use of physical, emotional, sexual, psychological and economic exploitation, control and/or abuse; and

WHEREAS, the impact of human trafficking is wide-ranging, directly affecting foreign nationals as well as US citizens, and society as a whole; victims experience trauma, violence, manipulation, fraud and coercion at the hands of their traffickers. It is often the most vulnerable members of our communities who are affected by human trafficking; and

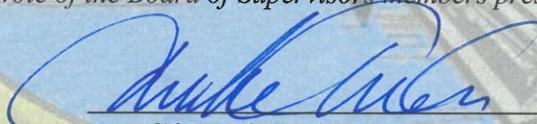
WHEREAS, between January 1, 2018 to December 31, 2018, 10,949 human trafficking cases were reported nationally to the National Human Trafficking Resource Center; of those reports, the majority of cases were reported in California. Contra Costa County is not immune to human trafficking. While underreported, over the last four years the Contra Costa Human Trafficking Coalition and several partner agencies including Community Violence Solutions, STAND! for Families Free of Violence, Bay Area Legal Aid, International Rescue Committee and Calli House, identified and served over 500 victims of human trafficking; and

WHEREAS, the County's Alliance to End Abuse acknowledges that fighting exploitation and human trafficking is a shared community responsibility and therefore has worked with numerous public and private agencies to establish the Contra Costa Human Trafficking Coalition, in order to strengthen the County's comprehensive response to human trafficking initiated by county departments, law enforcement agencies, and numerous community and faith-based organizations; and continuing to build its collaboration by linking with local, regional and federal agencies; and

WHEREAS, Contra Costa County is working to raise awareness so individuals will become more informed, identify ways their behavior contributes to a patriarchal culture that supports and tolerates the systemic abuse of vulnerable populations that include women and people of color; and take action to end human trafficking in their communities.

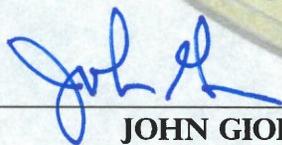
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby proclaim January, 2020 as "Human Trafficking Awareness" Month, and does urge all residents to actively participate in the efforts to both raise awareness of, and end, all forms of human trafficking in our communities. During "Human Trafficking Awareness" Month, let us recognize the survivors of trafficking, and let us resolve to build a future in which no people are denied their inherent human rights of freedom and dignity. Let us make it known that human trafficking has no place in this city, this county, this nation or this world.

PASSED by a unanimous vote of the Board of Supervisors members present this 21st day of January, 2020.



CANDACE ANDERSEN

Chair,
District II Supervisor



JOHN GIOIA

District I Supervisor



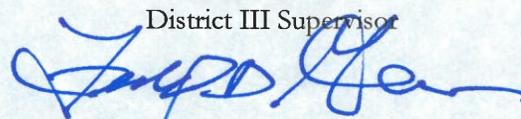
DIANE BURGIS

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: January 21, 2020

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By Stephanie Wells, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Candace Andersen, District II Supervisor
Date: January 21, 2020

Subject: Resolution recognizing Jennifer Perlmutter as Lafayette's 2020 Business Person of the Year.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: 9259578860

cc:

AGENDA ATTACHMENTS

Resolution 2020/23

MINUTES ATTACHMENTS

Signed Resolution No.

2020/23

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2020/23

recognizing Jennifer Perlmutter as Lafayette's 2020 Business Person of the Year.

Jennifer Perlmutter has helped to make Lafayette a better place to work, live, learn, shop and play; and

Whereas, Jennifer's vision of taking a bank space and creating a place where art and community come together, transformed the downtown area, creating an environment where people can meet to discover and appreciate all different forms of art; and

Whereas, Jennifer, along with her husband, moved from Southern California to Lafayette in 2008, in search of a community to raise their son; in 2014, she opened the Jennifer Perlmutter Gallery in Lafayette, bringing her deep experience and appreciation for art to another level; and

Whereas, Jennifer's commitment to Lafayette residents and her generosity to curating the work of others, has brought many new people to the downtown area.

that the Board of Supervisors of Contra Costa County does hereby honor **Jennifer Perlmutter for her dedication and creativity she brings to the Lafayette community.**

CANDACE ANDERSEN
Chair, District II Supervisor

JOHN GIOIA
Chair, District I 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: January 21, 2020

David J. Twa,

By: _____, Deputy

The Board of Supervisors of
Contra Costa County, California

In the matter of recognizing Jennifer Perlmutter as
Lafayette's 2020 Business Person of the Year

Resolution No. 2020/23

WHEREAS, Jennifer Perlmutter has helped to make Lafayette a better place to work, live, learn, shop and play; and

WHEREAS, Jennifer's vision of taking a bank space and creating a place where art and community come together, transformed the downtown area, creating an environment where people can meet to discover and appreciate all different forms of art; and

WHEREAS, Jennifer, along with her husband, moved from Southern California to Lafayette in 2008, in search of a community to raise their son; in 2014, she opened the Jennifer Perlmutter Gallery in Lafayette, bringing her deep experience and appreciation for art to another level; and

WHEREAS, Jennifer's commitment to Lafayette residents and her generosity to curating the work of others, has brought many new people to the downtown area.

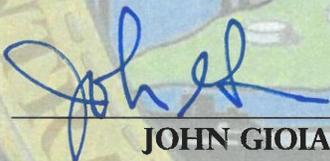
NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby honor Jennifer Perlmutter for her dedication and creativity she brings to the Lafayette community.

PASSED by a unanimous vote of the Board of Supervisors members present this 21st day of January, 2020.



CANDACE ANDERSEN

Chair,
District II Supervisor



JOHN GIOIA

District I Supervisor



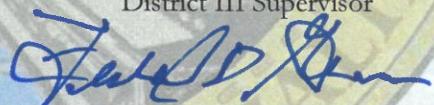
DIANE BURGIS

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: January 21, 2020

DAVID TWA, Clerk of the Board of Supervisors and County Administrator

By Stephanie Mello, Deputy





**Contra
Costa
County**

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: January 21, 2020

Subject: Business License Tax Ordinance

RECOMMENDATION(S):

INTRODUCE Ordinance No. 2020-03, requiring zoning verification before a business license is issued, WAIVE reading, and FIX February 4, 2020 for adoption.

FISCAL IMPACT:

None.

BACKGROUND:

The Business License Tax Ordinance (County Ordinance Code § 64-14.202 *et seq.*) requires businesses that operate in the unincorporated area of the County to obtain a business license. In the past, some of these businesses have sought a business license prior to complying with the zoning requirements under Title 8 of the County Ordinance Code.

This ordinance amends the Business Tax Ordinance (91-35) by requiring businesses to written verification that the business is meets the zoning requirements, in accordance with the provisions of Title 8 of the County Ordinance Code. By requiring business to first obtain written approval, the amendment helps to prevent businesses from operating before meeting applicable zoning requirements and, as a result, streamlines the process for businesses.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Brice Bins, (925)
957-2848

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the recommended actions are not approved, the County will not adopt the proposed ordinance resulting in potential code violations for businesses that are operating before obtaining requisite zoning approval.

ATTACHMENTS

Business License Ordinance

Chapter 64-14 - BUSINESS LICENSE TAX

Article 64-14.2. Purpose and Authority

64-14.202 - Purpose and authority.

The purpose of this chapter is to effectuate Revenue and Taxation Code Section 7284 (CH 466, Stats. 1990; Cal. Const. Art. IV, § 8(c)(2)) in order to levy a business license tax in the unincorporated area of the county.

(Ord. 91-35 § 1).

Article 64-14.402. Definition and License Requirements

64-14.402 - Definitions.

The following words and phrases whenever used in this chapter shall be construed as defined in this section.

- (a) "Amusement and itinerant businesses" includes only those businesses which are (1) not operated or carried on regularly throughout the year in the unincorporated area of the county, such as circuses, carnivals, and other exhibitions or entertainments on an occasional basis and not otherwise licensed and (2) involve the operation of a temporary place of sale, and itinerant vendors, peddlers, hawkers and solicitors.
- (b) "Business" includes all activities engaged in or caused to be engaged in within the unincorporated area of the county with the object of gain, benefit or advantage, whether direct or indirect, to the taxpayer or to another or to others, but does not include the services rendered by an employee to his or her employer or a casual or isolated transaction.
- (c) "Employee" means every person engaged in the operation or conduct of any business whether as an owner, any member of owner's family, partner, associate, agent, manager or solicitor, and any and all other persons engaged in such business. In addition, an "employee" means any person who works for or receives a salary for work in the unincorporated area of the county, from which Federal Withholding tax or Federal Insurance Compensation Act (FICA) funds have been withheld.
- (d) "Engaging in business" means commencing, conducting or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.
- (e) "Full time equivalent employee" shall be calculated by ascertaining the total number of hours of service including vacation, or other paid leave, performed by all employees of applicant within the unincorporated area of the county during the previous year ending on December 31st and dividing the total number of hours of service thus obtained by the number of hours of service constituting a year's work of one full-time employee according to the custom or laws governing such employment, in the absence of other such standards, one thousand eight hundred hours of service per year shall constitute one full-time employee.
- (f) "Tax collector" shall mean the treasurer-tax collector of the county of Contra Costa.

(Ord. 91-35 § 1).

64-14.404 - License required.

It is unlawful to engage in business in the unincorporated area of the county without first procuring a business license unless an exemption is granted.

(Ord. 91-35 § 1).

64-14.406 - Exemptions.

Exemptions must be requested and acceptable proof must be presented to the tax collector that shows the business meets one or more of the following criteria:

- (a) Nonprofit organizations as defined in Section 501 (c)(1), (2) or (3) of the Internal Revenue Code, as it currently exists or is hereafter amended;
- (b) Businesses exempt from local taxation by virtue of the Constitution or applicable statutes of the United States or the state of California;
- (c) Businesses with annual gross receipts less than twenty thousand dollars per year;
- (d) Businesses which rent or lease to others no more than four residential dwelling units;
- (e) Any public utility which pays a franchise tax to the county based on gross receipts. The exemption applies only to the business conducted under the franchise agreement;
- (f) Every peddler, solicitor or other person entitled to exemption from the payment of any license provided for in this chapter upon the ground that such license casts an unreasonable burden upon his/her right to engage in commerce with foreign nations, or among the several states, or conflicts with the regulations of the United States Congress respecting interstate commerce;
- (g) Businesses engaged in growing livestock, poultry or agricultural products for sale or disposal by the growers themselves.

(Ord. 91-35 § 1).

64-14.408 - License fee a tax— Does not permit business otherwise prohibited.

"License," as used in this chapter, does not mean a permit. Any other permits or licenses which are required otherwise than by this chapter remain in effect and are not superseded by this chapter. The fees prescribed by this chapter constitute a tax for revenue purposes, and are not regulatory permit fees. The payment of a license tax required by the provisions of this chapter, and its acceptance by the county, and the issuance of a business license to any person, shall not entitle the holder thereof to carry on any business unless he/she has complied with all of the requirements of this chapter and all other applicable laws, nor to carry on any business in any building or on any premises designated in such license in the event that such building or premises are situated in a zone or locality in which the conduct of such business is in violation of any law.

(Ord. 91-35 § 1).

64-14.410 - Contents of license.

Every person required to have a license under the provisions of this chapter must apply for a license on an application form provided by the treasurer-tax collector. After receiving the zoning verification specified Section 64-14.414, a completed application form, and payment of the prescribed fee, the treasurer-tax collector shall issue a license that contains the following:

- (a) The name of the person to whom the license is issued;
- (b) Identification of the business licensed;
- (c) The address where the business is to be carried on;
- (d) The date that the license expires; and

(e) Such other information as the tax collector may determine.

(Ord. 91-35 § 1).

64-14.412 - Annual license.

- (a) All licenses issued, except daily licenses, and the first license issued to a new business, shall be issued and due for renewal effective July 1st and shall expire on the subsequent June 30th.
- (b) New businesses shall have fees prorated to the beginning of the quarter in which the business is established and the license will expire June 30th.
- (c) All daily licenses are due in advance no later than the day prior to the start of the business activity for which the license is necessary.

(Ord. 91-35 § 1).

64-14.414 – Zoning approval

Before a business license is issued, any business newly located or relocated in the unincorporated area of the county, or any business that has changed or modified its type of business, shall obtain written verification from the Department of Conservation and Development confirming that the proposed business is consistent with all applicable zoning requirements. The issuance of a business license under this chapter does not constitute zoning approval and does not relieve anyone from the obligation to obtain all other permits or licenses required by this code and state law.

Article 64-14.6. License Procedures

64-14.602 - Transfer of license—Procedure.

No license granted or issued under any provisions of this chapter shall be in any manner transferred or assigned, or authorize any person other than the person named in the license to carry on the business therein named, or to transact such business in any place other than the place of location therein named, without the written consent of the tax collector endorsed thereon. At the time such license is assigned or transferred or the place of location for the carrying on of such business is changed, the person applying for such transfer or change shall pay to the tax collector a fee, as provided in Section 64- 14.802, for each assignment or transfer.

(Ord. 91-35 § 1).

64-14.604 - License to be conspicuously posted— Exception.

Every person having a license under the provisions of this chapter and carrying on a business at a fixed place of business shall keep such license posted and exhibited in some conspicuous part of said place of business. A copy of the license may be posted in additional business locations if the licensed business operates out of more than one location.

Every person having a license and not having a fixed place of business shall carry such license in possession at all times while carrying on the business for which the same was granted. Every peddler having a license shall keep such license prominently displayed.

(Ord. 91-35 § 1).

64-14.606 - Multiple locations.

A separate license is not required for every branch establishment or separate place of business in which a business is carried on within the unincorporated area of the county. The flat fee portion of the business license tax is assessed on one location. The per employee fee is assessed for employees at all locations.

Article 64-14.8. Fees and Penalties

64-14.802 - Rates.

Class A: All businesses not defined as amusements or itinerant businesses.

Flat fee \$100 per business entity

Plus \$ 10 per each full time

equivalent employee over one

Class B: Amusements and itinerant businesses.

Flat fee \$100 per day

Other fees:

Transfer of license or location \$10

Lost license/duplicate license \$10

(Ord. 91-35 § 1).

64-14.804 - Penalties and interest.

If a business license tax remains unpaid the tax collector shall:

- (a) Impose twenty-five-percent penalty for an annual license tax which is not paid within thirty days of the due date;
- (b) Impose twenty-five-percent penalty for a daily license tax which is not paid by the close of the day when it was due; and
- (c) In addition to the penalties imposed, any person who fails to pay any license fee within thirty days of the due date shall pay interest at the rate of one and one-half percent per month or fraction thereof, on the amount of the fee and penalties from the date on which the license fee is delinquent, until paid.

(Ord. 91-35 § 1).

64-14.806 - License a debt.

The amount of any license fee penalty, and interest imposed by the provisions of this chapter shall be deemed a debt to the county; and any person carrying on any business without first having procured a license from the county to do so shall be liable to action in the name of the county in any court of competent jurisdiction, for the amount of license and penalties and interest imposed on such business.

The county may collect the debt through any legal means including attachment and seizure of business property.

(Ord. 91-35 § 1).

Article 64-14.10. Enforcement, Appeals, and Refunds

64-14.1002 - Enforcement.

It is the duty of the tax collector, and he/she is directed, to enforce each and all of the provisions of this chapter.

In the exercise of the duties imposed upon him/her under this chapter, and acting through deputies or duly authorized assistants, the tax collector shall examine or cause to be examined from time to time all places of business in the unincorporated area of the county to ascertain whether the provisions of this chapter have been complied with.

The tax collector, and each and all of the his/her assistants and any deputy sheriff, shall have the power and authority to enter, free of charge and at any reasonable time, any place of business required to be licensed in this chapter and demand an exhibition of its license certificate. Any person, having such license certificate heretofore issued in his/her possession or under his/her control, who willfully fails to exhibit the same on demand, shall be guilty of an infraction. It shall be the duty of the tax collector and each of his/her assistants to cause a complaint to be filed against any and all persons found to be violating any of said provisions.

(Ord. 91-35 § 1).

64-14.1004 - Remedies cumulative.

The conviction and punishment of any person for transacting any business without obtaining a license shall not excuse or exempt such person from the payment of any license tax due or unpaid at the time of such conviction, and nothing in this chapter shall prevent a criminal prosecution of any violation of the provisions of this chapter. All remedies prescribed under this chapter are cumulative and the use of one or more remedies by the county shall not bar the use of any other remedy for the purpose of enforcing the provisions of this chapter.

(Ord. 91-35 § 1).

64-14.1006 - Appeals.

- (a) Any person aggrieved by any decision of an administrative officer or agency with respect to the issuance or refusal to issue a license, or the amount of a license tax, may appeal the county administrator by filing a written notice of appeal setting forth in full the grounds of the appeal, with the clerk of the board of supervisors.
- (b) The county administrator is authorized to issue such regulations as may be reasonable and necessary to hear and determine such appeals. Such regulations shall be in writing, approved by the board of supervisors and available to any person so requesting them.
- (c) The amount of any license tax finally determined, as provided in this section, or any other section of this chapter, shall be due and payable as of the date the original license fee was due and payable, together with any penalties and interest that may be due thereon; provided, however, if the amount of such license tax is fixed in accordance with the original statement of the applicant, then no penalty shall attach by reason of any delinquency.

(Ord. 91-35 § 1).

64-14.1008 - Examination of books, records, witnesses — Information confidential — Penalty.

The tax collector, or any authorized employee of the tax collector is authorized to examine the books, papers and records of any person subject to this chapter for the purpose of verifying the accuracy of any application or, if no application was made, to ascertain the license fees due under this chapter. Every licensee or business operating in the unincorporated area of the county is directed and required to furnish to the tax collector, or his/her duly authorized agent or employee, the means, facilities and opportunity for making such examination and investigations as are authorized by this section. The tax collector is authorized to examine any person, under oath, for the purpose of verifying the accuracy of any application made, or, if no application was made, to ascertain the license fees due under this chapter, and for this purpose may compel the production of books, papers and records and the attendance of all persons before him/her, whether as parties or witnesses, whenever he/she believes such persons have knowledge of such matters. The refusal of such examination by any employer or person subject or presumed to be subject to the license fees shall be deemed a violation of this chapter.

(Ord. 91-35 § 1).

64-14.1010 - Refund claim.

Whenever the amount of any tax, penalty or interest has been paid more than once or has been erroneously or illegally collected or received by the county under this chapter, it may be refunded provided a verified claim in writing therefor, stating the specific grounds upon which said claim is founded, is filed with the tax collector within one year from the date of payment. The claim shall be audited by the tax collector and shall be made in accordance with current county refund procedures. If the claim is approved, the refund may be refunded or may be credited on any amounts then due and payable from the person from whom it was collected or by whom paid, and the balance may be refunded to such person or to his/her administrators or executors.

(Ord. 96-5 § 4).



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: Property Tax Administrative Cost Recovery

RECOMMENDATION(S):

1. RECEIVE the 2019-2020 report of the Auditor-Controller that contains the property tax-related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board for the 2018-2019 fiscal year, as required by Resolution No. 97/129;
2. FIX February 25, 2020 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs;
3. DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing; and
4. DIRECT the Clerk of the Board to prepare and publish the required legal notice and make supporting documentation available for public inspection.

FISCAL IMPACT:

None. The report details the property tax-related costs of the County in fiscal year 2018-2019 in order to determine the amount of cost recovery in fiscal year 2019-2020. The determination of the property tax administrative costs will occur at the hearing on February 25, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Lisa Driscoll (925)
335-1023

cc:

BACKGROUND:

In 1997, the Board of Supervisors adopted Resolution No. 97/129 which provides procedures for property tax administrative cost recovery. The recommended actions are necessary for implementation of Resolution No. 97/129 for the current fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

If the hearing is not set to consider and adopt the finding of property tax costs, the costs cannot be recovered, resulting in a loss of General Fund revenue in the current fiscal year.

ATTACHMENTS

2019-20 Property Tax Administrative Cost Recovery Report

Office of the Auditor-Controller
Contra Costa County

Robert R. Campbell
Auditor-Controller



Harjit S. Nahal
Assistant Auditor-Controller

625 Court Street
Martinez, California 94553-1282
Phone (925) 335-8600
Fax (925) 646-2649

January 9, 2020

TO: Contra Costa County Board of Supervisors
FROM: Robert Campbell, Auditor-Controller 
SUBJECT: **2019-2020 Property Tax Administration Charges**

Commencing with the 1990-91 fiscal year, Revenue and Taxation Code §95.3 (replacing R&T §97.5), provides for the County Auditor-Controller to annually determine property tax administration costs proportionately attributable to incorporated cities and local jurisdictions for fiscal year 1989-90 and thereafter. For purposes of this section, property tax administration costs are the property tax related costs of the Assessor, Tax Collector, County Assessment Appeals Board, and Auditor-Controller, including applicable administrative overhead costs as permitted by Federal OMB Circular A-87 standards.

The following attachments comprise the 2019-20 Property Tax Administration report of the Auditor-Controller pursuant to the County Board of Supervisors' Resolution No. 97/129.

Attachment I summarizes the direct and overhead costs of the Assessor, Tax Collector, Assessment Appeals Board, and Auditor-Controller for the 2018-19 fiscal year. Also included are all offsetting revenues received by the County for providing property tax related services. The 2018-19 net cost of property tax administration was \$16,410,381. This amounts to approximately .56% of all 2018-19 property taxes levied countywide.

Attachment II allocates the \$16,410,381 net cost to each incorporated city and to each local jurisdiction receiving property tax revenues during the 2019-20 fiscal year. This cost allocation to each entity is based on the net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from those provisions authorizing County recovery of their proportionate share of property tax administrative costs. As a result, the County absorbs the Schools' share, which, this year, amounts to \$7,889,347.

CONTRA COSTA COUNTY

AUDITOR-CONTROLLER'S REPORT

on

2019-2020 Property Tax Administration Charges

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Attachment I

- 3 Summary Calculations
- 4 Assessor's Department
- 5 Treasurer-Tax Collector's Department
- 6 Auditor-Controller's Department
- 7 Assessment Appeals Board
- 8 Federal A-87 Overhead Allocation
- 9 Revenue Offsets

Attachment II

- 10 Administrative Cost Allocation

CONTRA COSTA COUNTY

2019-2020 Property Tax Administration Charges

SUMMARY CALCULATIONS

NOTE: Per Revenue and Taxation Code Section 95.3, the property tax administration fee to be charged in the 2019-20 Fiscal Year shall be based on the 2018-19 property tax related costs of the Assessor, Tax Collector, Auditor-Controller, and Assessment Appeals Board including applicable overhead costs as permitted by Federal Circular A-87 standards.

Property Tax Related Cost:

Assessor	\$ 16,170,292	
Tax Collector	3,560,944	
Auditor-Controller	1,419,448	
Assessment Appeals Board	118,734	
Total		\$ 21,269,418

Overhead Cost per Circular A-87:

Assessor	1,620,068	
Tax Collector	490,303	
Auditor-Controller	212,416	
Total		2,322,787

Less: Fees Received for Property Tax Related Services:

County General	3,444,363	
Assessor	396,803	
Tax Collector	2,268,028	
Auditor-Controller	1,072,630	
Total		<u>7,181,824</u>

**Net Property Tax Administration Cost,
2019-2020 Fiscal Year**

\$ 16,410,381

CONTRA COSTA COUNTY
2019-2020 Property Tax Administration Charges

ASSESSOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2018-2019</u>
Salaries & Employee Benefits	\$ 13,623,175
Services & Supplies	2,750,608
Capital Assets	90,770
Other Charges	<u>173</u>
Gross Cost	16,464,726
 LESS:	
* Capital Assets	90,770
** Intrafund Transfers	203,664
 TOTAL ASSESSOR COST	 16,170,292
 LESS: ASSESSOR REVENUE OFFSETS	 <u>396,803</u>
 NET ASSESSOR DEPARTMENT COST	 <u>\$ 15,773,489</u>

* Capital asset costs included in the A-87 allocation are excluded from direct costs.

** Costs are related to preparing maps for LAFCO and County GIS related expenses.

CONTRA COSTA COUNTY

2019-2020 Property Tax Administration Charges

TREASURER-TAX COLLECTOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2018-2019</u>
Salaries & Employee Benefits	\$ 3,602,162
Services & Supplies	1,563,127
Capital Assets	41,413
Other Charges	5,616
Gross Cost	<u>5,212,318</u>
LESS:	
* Capital Assets	41,413
Intrafund Transfers	(926)
Treasury Function Costs	1,417,539
Business License Program	<u>193,348</u>
TOTAL TAX COLLECTOR COST	<u>3,560,944</u>
LESS: TAX COLLECTOR REVENUE OFFSETS	<u>2,268,028</u>
NET TAX COLLECTOR COST	<u>\$ 1,292,916</u>

*Capital asset costs included in the A-87 allocation are excluded from direct costs.

CONTRA COSTA COUNTY

2019-2020 Property Tax Administration Charges

AUDITOR-CONTROLLER'S DEPARTMENT

PROPERTY TAX FUNCTION - DIRECT AND <u>INDIRECT DEPARTMENT COSTS</u>	ACTUAL <u>2018-2019</u>
Salaries & Employee Benefits	\$ 751,942
Information Technology Costs	480,066
Other Services and Supplies	12,642
Accounts Payable - Supplemental & Other Tax Refunds	3,859
Department Overhead Allocation	<u>170,939</u>
TOTAL PROPERTY TAX FUNCTION COSTS	1,419,448
LESS: TOTAL PROPERTY TAX FUNCTION REVENUE OFFSETS	<u>1,072,630</u>
NET AUDITOR-CONTROLLER COST	<u>\$ 346,818</u>

CONTRA COSTA COUNTY
2019-2020 Property Tax Administration Charges
ASSESSMENT APPEALS BOARD

<u>DIRECT AND INDIRECT COSTS</u>	<u>ACTUAL</u> <u>2018-2019</u>
Clerk of the Board	\$ 73,475
Assessment Appeals Board - allowances and postage	17,178
County Counsel	<u>28,081</u>
TOTAL ASSESSMENT APPEALS BOARD COST	<u><u>\$ 118,734</u></u>

CONTRA COSTA COUNTY
2019-2020 Property Tax Administration Charges
FEDERAL A-87 OVERHEAD ALLOCATION

<u>Department</u>	A-87 Plan 2018-2019 <u>Actual</u>	Percent Property Tax <u>Related</u>	<u>Net to Allocate</u>
Assessor	\$ 1,620,068	100%	\$ 1,620,068
Tax Collector	721,034	68%	490,303
Auditor-Controller(Tax Division)	<u>212,416</u>	100%	<u>212,416</u>
TOTALS	<u><u>\$ 2,553,518</u></u>		<u><u>\$ 2,322,787</u></u>

CONTRA COSTA COUNTY
2019-2020 Property Tax Administration Charges

REVENUE OFFSETS

County General

0005	9608	Supplemental Tax Administration Fees	<u>\$ 3,444,363</u>	\$ 3,444,363
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Assessor

0016	1600	Administration	844,731	
	1600	Excludable Revenues (Direct credits and non-property tax related revenues)	(730,000)	
0016	1605	Drafting	3,899	
	1610	Appraisal	-	
	1647	Roll Maintenance	<u>278,173</u>	396,803

Tax Collector

0015		Tax Collector Revenue	3,324,753	
		Excludable Revenues (Direct credits and non-property tax related revenues)	<u>(1,056,725)</u>	2,268,028

Auditor-Controller

0010	1004	Tax & Cost Accounting Division Revenue	1,388,255	
		Excludable Revenues (Direct credits and non-property tax related revenues)	<u>(315,625)</u>	1,072,630

TOTAL REVENUE OFFSETS			<u><u>\$ 7,181,824</u></u>
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CONTRA COSTA COUNTY
2019-2020 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2019-2020 AB 8 Allocation	2019-2020 Unitary Allocation	2019-2020 Pass-thru H&S 33676	Net Revenue	2019-2020 Adj Allocation Factors	\$ 16,410,381 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
1003	County General	\$ 253,344,589	6,372,672	376,999	\$ 260,094,260	0.1189756048276	\$ 1,952,437
<u>COUNTY GOVERNED SPECIAL DISTRICTS</u>							
1206	County Library	28,743,254	410,071	38,682	29,192,007	0.0133533769217	219,134
2135	West CCC Healthcare	3,894,427	53,187	0	3,947,614	0.0018057675063	29,633
2020	Contra Costa Fire	118,363,444	1,173,598	96,789	119,633,831	0.0547244195280	898,049
2028	Crockett Carquinez Fire	582,164	9,213	0	591,377	0.0002705151442	4,439
3060	East Contra Costa Fire	14,534,956	94,002	0	14,628,958	0.0066917629249	109,814
2401	Service Area L-100	972,261	16,044	37,046	1,025,351	0.0004690290181	7,697
2470	Service Area M-1	60,344	1,160	0	61,504	0.0000281339373	462
2475	Service Area M-29	227,612	678	0	228,290	0.00010444272981	1,714
2488	Service Area M-16 Clyde	31,242	254	0	31,496	0.0000144072985	236
2489	Service Area M-17 Montalvin	194,938	1,894	0	196,832	0.0000900373820	1,478
2492	Service Area M-20 Rodeo	12,814	128	0	12,942	0.0000059200933	97
2494	Svc Area RD4 Bethel Isle	6,860	379	0	7,239	0.0000033113549	54
2496	Svc Area M23 Blackhawk	2,334,556	18,071	0	2,352,627	0.0010761683870	17,660
2505	Flood Control CCC Water	3,575,516	51,839	4,539	3,631,894	0.0016613468722	27,263
2520	Flood Control Zone 3B	5,998,721	61,047	0	6,059,768	0.0027719356933	45,489
2521	Flood Cont Z1 Marsh Crk	2,294,257	16,857	0	2,311,114	0.0010571789857	17,349
2527	Flood Control Zone 7	66,179	1,123	2,744	70,046	0.0000320413269	526
2530	Flood Control Zone 8	20,212	418	0	20,630	0.0000094368354	155
2531	Flood Control Zone 8A	26,286	361	0	26,647	0.0000121892076	200
2550	Flood Cont Drainage 290	2,305	24	0	2,329	0.0000010653606	17
2551	Flood Cont Drainage 300	5,063	85	0	5,148	0.0000023548632	39

CONTRA COSTA COUNTY
2019-2020 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2019-2020 AB 8 Allocation	2019-2020 Unitary Allocation	2019-2020 Pass-thru H&S 33676	Net Revenue	2019-2020 Adj Allocation Factors	\$ 16,410,381 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
2552	Flood Cont Drainage A13	374,182	2,710	0	376,892	0.0001724027038	2,829
2554	Flood Cont Drainage 10	399,911	2,790	0	402,701	0.0001842085828	3,023
2563	Flood Cont Drainage 127	14,831	207	0	15,038	0.0000068788721	113
2583	Flood Cont Drainage 16	91,901	695	0	92,596	0.0000423564330	695
2652	S/A Pl 2 Danville	488	89	0	577	0.0000002639386	4
2653	S/A Pl-2 Zone A	156,512	1,194	0	157,706	0.0000721398724	1,184
2655	S/A Pl 5 Round Hill	273,587	2,419	0	276,006	0.0001262541541	2,072
2656	S/A Police-6	4,487,300	1,079,124	0	5,566,424	0.0025462640434	41,785
2657	S/A Pl-2 Zone B	216,683	1,920	0	218,603	0.00009999961481	1,641
2702	S/A Lib-2 El Sobrante	125,893	2,031	0	127,924	0.0000585166134	960
2710	S/A Lib-10 Pinole	1,299	17	0	1,316	0.0000006019814	10
2712	S/A Lib-12 Moraga	10,818	309	0	11,127	0.0000050898530	84
2713	S/A Lib-13 Ygnacio	157,890	1,431	0	159,321	0.0000728786261	1,196
2751	Svc Area R-4 Moraga	31,592	987	0	32,579	0.0000149026981	245
2758	Svc Area R-7 Zone A	1,257,060	10,568	0	1,267,628	0.0005798544266	9,516
2825	Co Co Co Water Agency	678,614	18,637	1,167	698,418	0.0003194791918	5,243
							1,452,105
AUTONOMOUS SPECIAL DISTRICTS							
3005	San Ramon Valley Fire	74,115,494	909,633	380,931	75,406,058	0.0344931924227	566,046
3007	Kensington Fire	4,235,622	26,287	0	4,261,909	0.0019495362989	31,993
3011	Rodeo-Hercules Fire	3,376,184	59,289	0	3,435,473	0.0015714974950	25,789
3074	Moraga-Orinda Fire District	25,523,465	185,420	0	25,708,885	0.0117600832187	192,987
3102	Co Co Resource Cons	291,162	4,419	1,082	296,663	0.0001357033402	2,227
3255	Kensington Community Svc	1,906,531	12,560	0	1,919,091	0.0008778548686	14,406

CONTRA COSTA COUNTY
2019-2020 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted	2019-2020	2019-2020	Net	2019-2020	\$	to Allocate
		2019-2020 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676	Revenue	Adj Allocation Factors		
		(1)	(2)	(3)	(4)	(5)	16,410,381	(6)
3260	Diablo Community Svc	480,661	3,068	0	483,729	0.0002212734351		3,631
3301	CCC Mosquito Abate Dst1	5,577,776	87,282	2,040	5,667,098	0.0025923156173		42,541
3406	Central CC Sanitary	18,252,491	261,702	46,406	18,560,599	0.0084902238596		139,328
3409	Mt View Sanitary	414,844	9,030	0	423,874	0.0001938938042		3,182
3411	Ironhouse Sanitary	306,918	5,075	0	311,993	0.0001427157826		2,342
3414	Rodeo Sanitary	273,420	4,694	0	278,114	0.0001272184221		2,088
3416	West Co Wastewater	1,265,344	16,461	6,387	1,288,192	0.0005892610715		9,670
3418	Stege Sanitary	484,559	4,970	0	489,529	0.0002239265444		3,675
3422	Byron Sanitary	43,172	739	0	43,911	0.0000200863248		330
3240	Crockett-Valona Sanitary	378,992	8,864	0	387,856	0.0001774179953		2,911
3430	Twn of Discovery Bay (Comm Svc Dist)	688,071	5,638	0	693,709	0.0003173251415		5,207
3480	Delta Diablo Z1 W Pittsburg	358,283	12,200	90,752	461,235	0.0002109839452		3,462
3481	Delta Diablo Z2 Pittsburg	519,706	5,369	72	525,147	0.0002402193803		3,942
3482	Delta Diablo Z3 Antioch	1,324,139	15,579	0	1,339,718	0.0006128307459		10,057
3515	Los Medanos Healthcare	829,467	93,331	24,354	947,152	0.0004332582429		7,110
3520	Mt Diablo Healthcare	318,271	1,991	0	320,262	0.0001464982932		2,404
3601	Alamo-Lafayette Cemetery	353,726	3,406	0	357,132	0.0001633638347		2,681
3603	B B K Union Cemetery	664,419	6,526	0	670,945	0.0003069121448		5,037
3700	Ambrose Rec & Park	506,581	14,524	75,884	596,989	0.0002730822562		4,481
3715	Green Valley Rec & Park	62,739	437	0	63,176	0.0000288987647		474
3735	Pleasant Hill Rec & Park	3,714,622	43,383	1,085	3,759,090	0.0017195304746		28,218
3770	Bethel Isle Muni Imp	505,478	7,539	0	513,017	0.0002346707223		3,851
3803	Co Co Co Water	3,047,080	86,109	6,201	3,139,390	0.0014360594657		23,566
3830	Castle Rock Co Water	16,047	121	0	16,168	0.0000073957710		121
4001	East Bay Muni Utility	15,927,661	196,134	61,480	16,185,275	0.0074036731238		121,497

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Fund No	Jurisdiction	Adjusted 2019-2020 AB 8 Allocation	2019-2020 Unitary Allocation	2019-2020 Pass-thru H&S 33676	Net Revenue	2019-2020 Adj Allocation Factors	\$ 16,410,381 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
4002	EBMUD Special District 1	453,199	3,711	0	456,910	0.0002090055490	3,430
4007	A-C Transit Spec District 1	9,545,827	119,738	0	9,665,565	0.0044213449458	72,556
4009	BART	12,888,641	183,490	20,917	13,093,048	0.0059891875539	98,285
4010	Bay Area Air Management	3,756,835	53,490	0	3,810,325	0.0017429670361	28,603
4025	Dublin San Ramon Svcs	755,443	2,311	0	757,754	0.0003466214151	5,688
4026	East Bay Regional Park	54,851,560	819,925	50,099	55,721,584	0.0254888714513	418,282
4110	Reclamation Dist 800 Exp	957,808	8,955	0	966,763	0.0004422289544	7,257
4111	Discovery Bay Recl/Drain	53,930	498	0	54,428	0.0000248971439	409
4180	East Co Co Irrigation	3,537,982	28,070	0	3,566,052	0.0016312285921	26,769
4181	Byron-Bethany Irrigation	359,001	10,917	0	369,918	0.0001692125685	2,777
							<u>1,929,310</u>
<u>CITIES & CITY SPECIAL DISTRICTS</u>							
4201	City of Clayton	1,020,804	14,187	68,729	1,103,720	0.0005048775569	8,285
4202	City of Concord	16,242,151	213,033	0	16,455,184	0.0075271383111	123,523
4203	City of Brentwood	11,685,464	68,868	27,441	11,781,773	0.0053893675647	88,442
4204	City of San Pablo	344,934	12,244	0	357,178	0.0001633848766	2,681
4205	City of El Cerrito	8,591,773	83,555	0	8,675,328	0.0039683782175	65,123
4206	City of Walnut Creek	17,841,962	211,395	0	18,053,357	0.0082581948108	135,520
4207	City of Pleasant Hill	3,350,257	25,152	0	3,375,409	0.0015440222607	25,338
4208	City of Martinez	9,328,384	123,803	0	9,452,187	0.0043237388832	70,954
4209	City of Antioch	12,154,782	146,400	0	12,301,182	0.0056269621965	92,341
4210	City of Pittsburg	4,064,889	56,536	0	4,121,425	0.0018852743314	30,938
4211	City of Hercules	1,306,164	32,818	0	1,338,982	0.0006124940754	10,051
4212	City of Pinole	2,601,846	29,081	0	2,630,927	0.0012034718916	19,749
4213	Richmond Tax District 1	26,516,088	481,040	0	26,997,128	0.0123493676193	202,658

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		(1)	(2)	(3)	(4)	(5)	(6)
4214	City of Lafayette	5,242,419	31,019	0	5,273,438	0.0024122426830	39,586
4215	Town of Moraga	2,379,111	24,841	0	2,403,952	0.0010996461174	18,046
4216	Town of Danville	10,393,686	85,079	0	10,478,765	0.0047933291712	78,660
4217	City of San Ramon	16,541,876	308,045	0	16,849,921	0.0077077039004	126,486
4218	City of Orinda	5,447,628	51,296	0	5,498,924	0.0025153873400	41,278
4219	City of Oakley	2,940,375	16,479	43,268	3,000,122	0.0013723537363	22,521
4227	Richmond Tax District 3	10,234,823	110,770	0	10,345,593	0.0047324119512	77,661
4230	Richmond Sewer 1	235,588	4,013	0	239,601	0.0001096013187	1,799
4231	Brentwood Rec & Park District	2,361,689	12,919	0	2,374,608	0.0010862232140	17,825
4232	San Ramon M-29	3,349,526	10,398	0	3,359,924	0.0015369389162	25,222
4240	Pleasant Hill Lgt Dist 1	567,139	4,620	0	571,759	0.0002615412306	4,292
4241	Svc Area R-8 Walnut Creek	720,298	6,685	0	726,983	0.0003325457552	5,457
4248	Clayton Light Mice 1	39,496	405	0	39,901	0.0000182520199	300
4252	Martinez Pine Ridge Mice	7,910	80	0	7,990	0.0000036548868	60
4253	Martinez Parking District 1	60,012	601	0	60,613	0.0000277263648	455
4263	Lafayette Core Area Mtc	65,878	2,545	0	68,423	0.0000312989137	514
4264	Lafayette St Lt Mice Z1	9,936	74	0	10,010	0.0000045789008	75
4271	Concord Vly Terr St Lt Mtc	3,178	39	0	3,217	0.0000014715608	24
4272	Concord Kirkwood Mice 1	62,924	522	0	63,446	0.0000290222715	476
4274	Concord Blhn Terr St Lt	851	14	0	865	0.0000003956792	6
4275	Pl Hill-Diablo Vista Wtr	228,572	1,652	0	230,224	0.0001053119728	1,728
4280	Antioch Parking Mice 1A	43,605	411	0	44,016	0.0000201343352	330
4285	Moraga St Lt Mice 1	180,010	1,232	0	181,242	0.0000829060071	1,361
4294	Oakley Police Services	512,770	1,815	0	514,585	0.0002353879767	3,863
							1,343,628

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Fund No	Jurisdiction	Adjusted	2019-2020	2019-2020	Net Revenue	2019-2020	Adj Allocation Factors	\$	to Allocate
		2019-2020 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676		(5)			
<u>REDEVELOPMENT SUCCESSOR AGENCIES</u>									
4701	Antioch	(1) 5,182,116	(2) 136,945	(3) 0	(4) 5,319,061	(5) .0024331121325		16,410,381	39,928
4702	Antioch Project 2	1,128,916	5,917	0	1,134,833	.0005191096588			8,519
4703	Antioch Project 3	46,198	417	(15,539)	31,076	.0000142151768			233
4704	Antioch Project 4	763,415	9,096	(59,401)	713,110	.0003261997922			5,353
4705	Antioch Project 4, Amd 1	601,899	3,716	(25,771)	579,844	.0002652395736			4,353
4706	Brentwood Project	3,070,686	25,079	0	3,095,765	.0014161039666			23,239
4707	Brentwood Amendment 1	877,180	10,190	0	887,370	.0004059120046			6,661
4708	North Brentwood	5,274,781	19,783	(29,760)	5,264,804	.0024082932095			39,521
4709	North Brtwd Amdnd 2	330,387	1,178	0	331,565	.0001516686543			2,489
4710	Central Concord	20,695,800	827,191	0	21,522,991	.0098453186623			161,565
4711	Concord Commerce	706,582	9,602	0	716,184	.0003276059401			5,376
4712	Cent Concord RDA Amdnd	1,243,255	2,106	0	1,245,361	.0005696687739			9,348
4714	Clayton	7,775,437	38,110	(130,931)	7,682,616	.0035142793434			57,671
4716	Hercules Dynamite	8,996,114	62,964	0	9,059,078	.0041439179943			68,003
4717	Hercules RDA Proj 2	5,896,702	23,836	0	5,920,538	.0027082473464			44,443
4720	El Cerrito	7,954,453	75,043	0	8,029,496	.0036729535787			60,275
4721	El Cerrito Area II	1,916	87	0	2,003	.0000009162376			15
4725	Pinole Vista	7,836,664	81,642	0	7,918,306	.0036220916431			59,440
4726	Pinole Vista 81	5,186,411	41,512	0	5,227,923	.0023914226362			39,244
4728	Oakley RDA Proj 2	228,352	659	0	229,011	.0001047571070			1,719
4730	Pittsburg Marina	0	1,325	0	1,325	.0000006060983			10
4731	Pittsburg Riverside	535,674	6,679	0	542,353	.0002480899663			4,071
4732	Pittsburg Neighborhood I	1,501,670	11,876	0	1,513,546	.0006923453474			11,362
4733	Pittsburg Neighborhood II	653,779	6,881	0	660,660	.0003022074500			4,959

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		(1)	(2)	(3)	(4)	(5)	(6)
4734	Pittsburg/Los Medanos I	29,535,000	392,869	0	29,927,869	.0136899842214	224,658
4735	Pittsburg/Los Medanos II	4,230,736	67,648	0	4,298,384	.0019662211545	32,266
4736	Pittsburg/Los Medanos III	15,026,264	57,923	0	15,084,187	.0068999995296	113,232
4737	Richmd 8A RDA 2000 Amnd	1,884,030	5,984	0	1,890,014	.0008645540997	14,188
4738	Richmd 10A RDA 2000 Amnd	1,104,500	2,936	0	1,107,436	.0005065773766	8,313
4739	Richmd 1A RDA 2000 Amnd	199,708	565	0	200,273	.0000916114077	1,503
4740	Richmond 1A	609,009	10,896	0	619,905	.0002835647827	4,653
4741	Richmond 8A	829,733	9,118	0	838,851	.0003837178302	6,297
4742	Richmond 10A	1,004,524	21,635	0	1,026,159	.0004693986237	7,703
4743	Richmond 10B	111,658	2,918	0	114,576	.0000524108025	860
4744	Richmond 11A	15,779,845	83,084	0	15,862,929	.0072562215410	119,077
4745	Richmond 12A	135,182	1,591	0	136,773	.0000625644349	1,027
4746	Richmond 8A Henley	73,493	685	0	74,178	.0000339314386	557
4747	Richmond 1B	165,313	866	0	166,179	.00007601566992	1,247
4748	Richmond 1C-Potrero	1,417,083	7,891	0	1,424,974	.0006518296233	10,697
4749	Richmond 3A	1,225,721	6,529	0	1,232,250	.0005636713746	9,250
4750	Walnut Creek-So Broadway	1,627,105	11,535	0	1,638,640	.0007495674264	12,301
4751	Walnut Creek-Mt Diablo	0	13,740	0	13,740	.0000062851245	103
4752	Richmd 6A RDA 2000 Amnd	78,589	192	0	78,781	.0000360370011	591
4753	Richmd 10B RDA 2000 Amnd	21,193	129	0	21,322	.0000097533788	160
4754	Richmond 6-A Amend 1	568,736	1,112	0	569,848	.0002606670769	4,278
4755	Richmond 6-A	586,277	3,977	0	590,254	.0002700014474	4,431
4756	Danville Downtown	4,423,064	32,666	(385,824)	4,069,906	.0018617078591	30,551
4757	Richmd 11A RDA 2000 Amnd	317,187	973	0	318,160	.0001455367698	2,388
4758	Richmd 10B RDA 2006 Amnd	5,641,155	11,016	0	5,652,171	.0025854875202	42,429

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		(1)	(2)	(3)	(4)	(5)	(6)
4760	San Pablo-So Entrance	480,439	7,245	0	487,684	.0002230825812	3,661
4761	San Pablo-El Portal	3,341,111	45,268	0	3,386,379	.0015490402968	25,420
4762	San Pablo-El Portal 79	4,459,033	49,961	0	4,508,994	.0020625610435	33,847
4763	San Pablo-Oak Park	1,118,355	10,547	0	1,128,902	.0005163966258	8,474
4764	San Pablo-Sheffield	517,323	4,886	0	522,209	.0002388754432	3,920
4765	San Pablo-Bayview	2,571,801	21,109	0	2,592,910	.0011860816748	19,464
4766	San Pablo-El Portal 80	1,790,127	24,226	0	1,814,353	.0008299442885	13,620
4767	San Pablo-Oak Park 79	59,751	577	0	60,328	.0000275959965	453
4768	San Pablo-Bayview 80	122,542	794	0	123,336	.0000564179125	926
4769	San Pablo-Legacy RDA	2,379,768	7,739	0	2,387,507	.0010921236376	17,922
4770	Pleasant Hill Commons	4,029,888	27,173	0	4,057,061	.0018558321368	30,455
4771	Pleasant Hill Commons 1A	147,692	1,104	0	148,796	.0000680641476	1,117
4772	Plsnt Hill Schoolyrd Anx	1,439,829	8,132	0	1,447,961	.0006623446275	10,869
4773	Plsnt Hill Comm 2001 Amd	1,022,074	3,583	0	1,025,657	.0004691689925	7,699
4774	Pleasant Hill Commons 2009 Amd	42,971	0	0	42,971	.0000196563381	323
4775	Lafayette RDA	8,892,025	21,264	0	8,913,289	.0040772293467	66,909
4777	San Ramon	12,976,996	58,602	(1,109,315)	11,926,283	.0054554711560	89,526
4780	CoCoCo Pleasant Hill BART	9,518,696	55,649	0	9,574,345	.0043796179401	71,871
4781	CoCoCo West Pittsburg	4,965,745	23,934	(951,683)	4,037,996	.0018471111834	30,312
4782	CoCoCo North Richmond	3,930,904	14,663	(371,832)	3,573,735	.0016347430471	26,827
4783	CoCoCo Pl H/BART Amd 1	1,013,730	7,394	(12,026)	1,009,098	.0004615943654	7,575
4784	Oakley	4,558,135	22,704	(106,756)	4,474,083	.0020465916125	33,585

**CONTRA COSTA COUNTY
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		(1)	(2)	(3)	(4)	(5)	(6)
4785	Rodeo	3,290,391	13,436	(298,790)	3,005,037	.0013746020178	22,558
4786	CoCoCo Montalvin	752,435	2,086	0	754,521	.0003451425354	5,664
							1,843,554

Sub-Total: Recoverable Cost	6,568,597
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SCHOOL DISTRICTS - EXEMPT FROM COST ALLOCATION

4016	Ed Prys Handic'd Elem	5,825	1,104	0	6,929	.0000031695508	52
4018	Livermore Jt Unified	278,852	52,529	0	331,381	.0001515844867	2,488
4020	Chabl-Las Positas Com College	328,216	7,695	0	335,911	.0001536566666	2,522
4022	Dev Ctr Handi'd Minor	1,043	198	0	1,241	.0000005676739	9
4029	Trainable M.R. Alameda	2,627	498	0	3,125	.0000014294770	23
5001	Acalanes Union Hi Gen	48,957,543	449,258	0	49,406,801	.0226002835725	370,879
5101	Canyon Elementary Gen	80,156	1,156	0	81,312	.0000371947631	610
5201	Lafayette Elementary Gen	18,519,491	155,767	0	18,675,258	.0085426726290	140,189
5301	Moraga Elementary Gen	9,138,437	82,896	0	9,221,333	.0042181387278	69,221
5401	Orinda Elementary Gen	11,848,875	127,262	0	11,976,137	.0054782760030	89,901
5501	Walnut Creek General	24,056,942	220,013	0	24,276,955	.0111050716940	182,238
6001	Liberty Union Hi Gen	31,456,811	255,297	0	31,712,108	.0145061533832	238,052
6101	Brentwood Elem Gen	17,204,664	120,223	11,031	17,335,918	.0079300147927	130,135
6201	Byron Elementary Gen	4,900,329	50,911	6,463	4,957,703	.0022678151874	37,216
6301	Knightsen Elementary Gen	2,125,630	21,955	4,611	2,152,196	.0009844847049	16,156
6401	Oakley Elementary Gen	13,193,000	107,471	0	13,300,471	.0060840696051	99,842
6901	County Schools Gen	32,583,887	469,007	87,006	33,139,900	.0151592720517	248,769
6999	ERAF K - 12	261,005,482	0	0	261,005,482	.1193924275156	1,959,275

**CONTRA COSTA COUNTY
2019-2020 ADMINISTRATIVE COST ALLOCATION**

Fund No	Jurisdiction	Adjusted	2019-2020	2019-2020	Net	2019-2020	Allocate
		2019-2020 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676		Revenue	
		(1)	(2)	(3)	(4)	(5)	(6)
7101	Antioch Unified Gen	34,464,547	818,522	76,213	35,359,282	.0161744898262	265,430
7201	John Swett General	6,982,284	147,056	134,752	7,264,092	.0033228328039	54,529
7401	Martinez Unified Gen	18,987,536	264,891	0	19,252,427	.0088066885702	144,521
7501	Mt Diablo Unified Gen	123,360,583	1,496,399	387,667	125,244,649	.0572909908361	940,167
7601	Pittsburg Unified Gen	5,463,739	1,137,197	17,749	6,618,685	.0030276025739	49,684
7701	West Co Co Unified Gen	74,098,044	938,936	154,788	75,191,768	.0343951691816	564,438
7801	San Ramon Valley Unif	166,315,446	1,925,684	841,716	169,082,846	.0773440131621	1,269,245
7901	Co Co Comm College Gen	94,543,828	1,333,006	310,538	96,187,372	.0439992438144	722,044
7999	ERRAF Community College	38,860,524	0	0	38,860,524	.0177760722087	291,712
TOTALS		\$ 2,158,442,104	27,672,103	0	\$ 2,186,114,207	1.0000000000000	\$ 16,410,381

Sub-Total: Exempt School Share 7,889,347



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: Advisory Council on Aging Vacancy

RECOMMENDATION(S):

DECLARE a vacancy on Advisory Council on Aging, Member-at-Large Seat 4, and DIRECT the Clerk of the Board to post the vacancy as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

Declare a vacancy on Advisory Council on Aging, Member-at-Large Seat 4, previously held by Patricia Patsy Welty. Ms. Welty is no longer serving on the Advisory Council on Aging. She was appointed September 27, 1993. The seat expires September 30, 2020.

The Advisory Council on Aging (Council) provides a means for countywide planning, cooperation, and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of the county. The Council provides leadership and advocacy on behalf of older persons as a channel of communication and information on aging.

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Elaine Burres
608-4960

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Advisory Council on Aging may not be able to conduct routine business.

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

Advisory Body and Seat Titles

Advisory Council on Aging

Appointments will be made after

February 4, 2020

Seat: Member-at-Large Seat 4

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 vacancy will be posted on January 21, 2020.

Attested January 21, 2020:

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

By: Stacy M Boyd
Deputy Clerk



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: DECLARE Vacant Private/Non-Profit Seat 1 on the Economic Opportunity Council

RECOMMENDATION(S):

ACCEPT the resignation of Acaria Almeida, DECLARE a vacancy in Private/Non-Profit Seat 1 on the Economic Opportunity Council, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The duties and responsibilities of the Economic Opportunity Council (EOC) include: reviewing fiscal and programmatic reports submitted by staff; reviewing performance of Community Services Block Grant contractors and the Weatherization program services; selecting EOC officers and appointing members to Committees; making recommendations to the Board of Supervisors on all program proposals and budgets related to Community Services Block Grant and Weatherization programs; and requiring and receiving budget and other reports prepared by staff every other month along with an Annual Report in September.

Acaria Almeida was appointed to Private/Non-Profit Seat 1 on July 24, 2018. The term expires June 30, 2022.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Elaine Burres
608-4960

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Economic Opportunity Council will be unable to fill the vacancy.

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

Advisory Body and Seat Titles

Economic Opportunity Council

Appointments will be made after

February 4, 2020

Seat: Private/Non-Profit 1

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 vacancy will be posted on January 21, 2020.

Attested January 21, 2020:

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

By: 
Deputy Clerk



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: Advisory Council on Aging Resignation

RECOMMENDATION(S):

ACCEPT resignation of Nina Clark from the Advisory Council on Aging, DECLARE a vacancy on the City of Orinda seat, and DIRECT the Clerk of the Board to post the vacancy as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

Nina Clark was appointed to the Advisory Council on Aging, City of Orinda seat, October 17, 2017. The seat expires September 30, 2021.

The Advisory Council on Aging (Council) provides a means for countywide planning, cooperation, and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of the county. The Council provides leadership and advocacy on behalf of older persons as a channel for communication and information on aging.

CONSEQUENCE OF NEGATIVE ACTION:

The Advisory Council on Aging may not be able conduct routine business.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Elaine Burres
608-4960

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

Advisory Body and Seat Titles

Advisory Council on Aging

Appointments will be made after

February 4, 2020

Seat: City of Orinda

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 vacancy will be posted on January 21, 2020.

Attested January 21, 2020:

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

By: 
Deputy Clerk



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Appointments to Hazardous Materials Commission

RECOMMENDATION(S):

Re-Appoint Mark Ross to Hazardous Materials Commission City Seat #2 and appoint Edi Birsan to vacant Hazardous Materials Commission City Seat Alternate #2 for terms expiring on December 31, 2023.

FISCAL IMPACT:

None.

BACKGROUND:

The Hazardous Materials Commission was established in 1986 to advise the Board, County staff and the mayor's council members, and staffs of the cities within the County, on issues related to the development, approval and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a hazardous materials storage and transportation plan and ordinance, coordinating the implementation of the hazardous materials release response plan and inventory program, and to analyze and develop recommendations regarding hazardous materials issues with consideration to broad public input, and report back to the Board of Supervisors on Board referrals.

The bylaws of the Commission provide that City Seat #2 and City Seat #2 alternate be appointed

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Michael Kent,
925-313-6587

cc: Marcy Wilhelm, Michael Kent

BACKGROUND: (CONT'D)

by the City Selection Committee pursuant to Article II (50270 et seq.) of Chapter I, Part I of Division I of Title 5 of the Government Code. The Contra Costa Mayor's Conference voted at their November 7, 2019 meeting to recommend Mark Ross to continuing serving in the City Seat #2 on the Hazardous Materials Commission, for a new term ending December 31, 2023. At the December 5, 2019 meeting, the Mayors Conference recommended that Edi Birsan be appointed as the City Seat #2 Alternate on the Hazardous Materials Commission for a new term ending December 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will be unfilled.

ATTACHMENTS

Mayors conference letter

[EXTERNAL] Appointments to Hazardous Materials Commission

Gary and Jean Pokorny <gjpokorn@lmi.net>

Wed 12/18/2019 3:21 PM

To: Michael Kent <Michael.Kent@hsd.cccounty.us>

Cc: Mark Ross <markrcr@sbcglobal.net>; Edi Birsan <citycouncil@ci.concord.ca.us>

1 attachments (136 KB)

PastedGraphic-1.pdf;

COUNTY MAYORS CONFERENCE

Michael,

The Contra Costa Mayors Conference, at their November 7 meeting, unanimously recommended Martinez Council Member Mark Ross for a new term ending Dec. 31, 2023 as a member of the Contra Costa Hazardous Materials Commission. Since Mark is a continuing appointment I am not sending any contact information for him as you already have this. I am copying Mark with this email.

At the December 5 meeting of the Conference, the mayors unanimously recommended Concord Council Member Edi Birsan for appointment to the Commission for a term as an alternate member ending Dec. 31, 2023. Mr. Birsan can be contacted at (925) 671-3158 and by email at: citycouncil@cityofconcord.org. I do not have personal phone numbers nor email for him. I am copying him with this email and he may be in contact with you with alternate information.

Please consider this as official notification of these recommended appointments. As I understand it, they must be confirmed by the Board of Supervisors. Feel free to make copies of this notification for your files.

I am copying both recommended appointees with this email so that you and they can communicate with regard to any forms they may need to fill out prior to Board confirmation of their appointments.

Happy Holidays.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Declare Vacancy on the Hazardous Materials Commission

RECOMMENDATION(S):

DECLARE vacant Hazardous Materials Commission Environmental Seat #1 held by Ralph Sattler and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:

None.

BACKGROUND:

On February 18, 2018, Ralph Sattler was appointed to the Environmental Organizations Seat 1 on the Hazardous Materials Commission for a three year term ending on December 31, 2021. The Commission staff was informed in December 2019 that Mr. Sattler is deceased and accordingly, will no longer be able to serve on the Commission.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain unfilled.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Michael Kent,
925-313-6587

cc: Marcy Wilhelm, Michael Kent

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

Advisory Body and Seat Titles
Hazardous Materials Commission

Appointments will be made after
February 4, 2020

Seat: Environmental Seat #1

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 vacancy will be posted on January 21, 2020.

Attested January 21, 2020:

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

By: 
Deputy Clerk



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Appropriation and Revenue Adjustment for the Purchase of 2 Vehicles for Public Works Facilities Maintenance

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No.005035 and AUTHORIZE the transfer of appropriations in the amount of \$73,000 from Facilities Maintenance to ISF Fleet Services for the purchase of 2 Ford Transit Vans, as recommended by the Public Works Director, Countywide.

FISCAL IMPACT:

This action increases appropriations in ISF Fleet Services (4284) and reduces appropriations in Facilities Maintenance (4031) by \$73,000. (100% Fleet Internal Service Fund)

BACKGROUND:

The Facilities Maintenance Division has hired additional staff and needs to provide vehicles to the staff in order to meet the needs of the job. The purchase of the vehicles was included in the FY2019/20 Facilities capital budget.

CONSEQUENCE OF NEGATIVE ACTION:

If this Appropriation Adjustment is not approved, the Division will not be able to purchase the vehicles needed to provide services throughout the County.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd , Deputy

Contact: Nida Rivera, (925)
313-2124

cc:

AGENDA ATTACHMENTS

TC24/27_AP005035

MINUTES ATTACHMENTS

Signed: Appropriations & Adjustments No.
5035

CONTRA COSTA COUNTY
 ESTIMATED REVENUE ADJUSTMENT/
 ALLOCATION ADJUSTMENT-CONTROLLER

T/C 24 2020 JAN -7 P 2:42

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

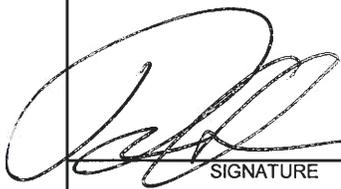
ACCOUNT CODING		DEPARTMENT :			
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE		<DECREASE>
4284	9951	Reimbursements- Gov / Gov	73,000	00	00
TOTALS			73,000	00	0 00

APPROVED

AUDITOR-CONTROLLER:
 BY:  DATE 1/9/20
 COUNTY ADMINISTRATOR:
 BY: _____ DATE _____
 BOARD OF SUPERVISORS:
 YES:
 NO:
 BY: _____ DATE _____

EXPLANATION OF REQUEST:

Transfer appropriation from org#4031 (Building Maintenance) to org#4284
 (Vehicle Replacements) to purchase two vehicles.

 Chief of Fiscal
 SIGNATURE TITLE DATE 1/7/2020
 REVENUE ADJ. RAOO 5035
 JOURNAL NO.

CONTRA COSTA COUNTY
 APPROPRIATION ADJUSTMENT /
 ALLOCATION ADJUSTMENT

T/C 27

AUDITOR-CONTROLLED
 2020 JAN -7 P 2:42

AUDITOR-CONTROLLER USE ONLY

FINAL APPROVAL NEEDED BY:

- BOARD OF SUPERVISORS
- COUNTY ADMINISTRATOR
- AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT : Building Maintenance #0079			
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>		INCREASE
4031	4953	Autos & Trucks	73,000	00	
4031	5011	Reimbursement Gov Fund/ Gov Fund			73,000 00
4284	4953	Autos & Trucks			73,000 00
TOTALS			73,000	00	146,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: *[Signature]* DATE 1/9/20

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES:

NO:

EXPLANATION OF REQUEST:

Transfer appropriation from org#4031 (Building Maintenance) to org#4284
 (Vehicle Replacements) to purchase two vehicles.

[Signature] Chief of Fiscal 1/7/2020
 SIGNATURE TITLE DATE

APPROPRIATION APOO 5035
 ADJ. JOURNAL NO.

BY: _____ DATE _____

CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT - CONTROLLED
T/C 24 2020 JAN -7 P 2:42

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>
4284	9951	Reimbursements- Gov / Gov	73,000	00	00
TOTALS			73,000	00	0 00

APPROVED

AUDITOR-CONTROLLER:

BY: *Aggie* DATE 1/9/20

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES: Gioia, Andersen, Burgis, Mitchoff, Glover

NO: None

BY: *Stacy M. Boyd* DATE 1/21/2020

(M6134 Rev 05/09)

EXPLANATION OF REQUEST:

Transfer appropriation from org#4031 (Building Maintenance) to org#4284 (Vehicle Replacements) to purchase two vehicles.

[Signature] Chief of Fiscal
 SIGNATURE TITLE DATE 1/7/2020

REVENUE ADJ. RA00 5035
 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

AUDITOR-CONTROLLER
2020 JAN -7 P 2:42

ACCOUNT CODING		DEPARTMENT :		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
4031	4953	Autos & Trucks	73,000 00	
4031	5011	Reimbursement Gov Fund/ Gov Fund		73,000 00
4284	4953	Autos & Trucks		73,000 00
TOTALS			73,000 00	146,000 00

APPROVED

AUDITOR-CONTROLLER:

BY: *[Signature]* DATE 1/9/20

COUNTY ADMINISTRATOR:

BY: _____ DATE _____

BOARD OF SUPERVISORS:

YES: Gioia, Andersen, Burgis, Mitchoff, Glover

NO: None

BY: *Stacy M Boyd* DATE 1/21/2020

(M129 Rev 05/09)

EXPLANATION OF REQUEST:

Transfer appropriation from org#4031 (Building Maintenance) to org#4284
(Vehicle Replacements) to purchase two vehicles.

[Signature] Chief of Fiscal
SIGNATURE TITLE DATE 1/7/2020

APPROPRIATION APOO 5035
ADJ. JOURNAL NO.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: January 21, 2020

Subject: TRANSFER OF APPROPRIATIONS TO PUBLIC WORKS FOR REFURBISHMENT OF ELEVATORS AT RICHMOND COURTHOUSE

RECOMMENDATION(S):

APPROVE Appropriations Adjustment No. 5038 authorizing the transfer of appropriations in the amount of \$208,300 from Department 0202, Superior Court Programs, to Department 0077-Building Maintenance to cover the County's share of costs of refurbishment of the elevators at the George D. Carroll Courthouse in Richmond.

FISCAL IMPACT:

100% County General Fund for the County's 22.8% share of the project cost, the balance of which is funded by the Judicial Council of California.

BACKGROUND:

Under section 3 of the Joint Occupancy Agreement with the Judicial Council of California, the Council has notified the County of proposed corrections that require a County contribution for shared occupancy. The project includes refurbishment and modernization of elevators within the George D. Carroll Courthouse in accordance with the assessment report prepared December 23, 2019 by Development One, Inc. The scope of services included an Asbestos Contained Material (ACM) survey and preparation of abatement reports with recommendations if ACM was detected. The project is estimated to cost \$913,550 and the County's share of the total at 22.8% is estimated at \$208,300. If the actual County share of costs exceeds 10 percent

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Julie DiMaggio Enea
(925) 335-1077

BACKGROUND: (CONT'D)

of the estimated County share of costs, the Judicial Council will notify the County prior to incurring the excess costs.

CONSEQUENCE OF NEGATIVE ACTION:

The refurbishment project cannot proceed without County contributions towards the project cost.

AGENDA ATTACHMENTS

APOO 5038 Transfer Approp for Richmond Courthouse Elevators

MINUTES ATTACHMENTS

Signed: Appropriations and Adjustments No. 5038

**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY: FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input type="checkbox"/>	COUNTY ADMINISTRATOR
<input type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0202 Superior Ct Progs/0077 Building Maint		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
2100	3580	Contributions to Other Agencies	208,300.00	
4364	2262	Building Occupancy Costs		208,300.00
2100	3580	Contributions to Other Agencies		208,300.00
2122	2352	Witness Fees & Expenses	208,300.00	
			416,600.00	416,600.00

APPROVED

AUDITOR – CONTROLLER
By: [Signature] Date 1/15/20

COUNTY ADMINISTRATOR
By: [Signature] Date 1/15/2020

BOARD OF SUPERVISORS
YES:
NO:

By: _____ Date _____

EXPLANATION OF REQUEST
County share of costs to refurbish elevators at the George D. Carroll Courthouse in Richmond.

PREPARED BY: Julie Enea
TITLE: Sr. Deputy CAO
DATE: 1/14/2020

APPROPRIATION ADJ. JOURNAL NO. APOO 5038

**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY: FINAL APPROVAL NEEDED BY:	
<input checked="" type="checkbox"/>	BOARD OF SUPERVISORS
<input type="checkbox"/>	COUNTY ADMINISTRATOR
<input type="checkbox"/>	AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT: 0202 Superior Ct Progs/0077 Building Maint		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
2100	3580	Contributions to Other Agencies	208,300.00	
4364	2262	Building Occupancy Costs		208,300.00
2100	3580	Contributions to Other Agencies		208,300.00
2122	2352	Witness Fees & Expenses	208,300.00	
			416,600.00	416,600.00

<p align="center">APPROVED</p> <p>AUDITOR - CONTROLLER By: <u>[Signature]</u> Date <u>1/15/20</u></p> <p>COUNTY ADMINISTRATOR By: <u>[Signature]</u> Date <u>1/15/2020</u></p> <p>BOARD OF SUPERVISORS YES: Gioia, Andersen, Burgis, Mitchoff, Glover NO: None</p> <p>By: <u>[Signature]</u> Date <u>1/21/2020</u></p>	<p>EXPLANATION OF REQUEST County share of costs to refurbish elevators at the George D. Carroll Courthouse in Richmond.</p> <p>PREPARED BY: Julie Enea TITLE: Sr. Deputy CAO DATE: 1/14/2020</p> <p align="right">APPROPRIATION ADJ. JOURNAL NO. <u>APOO 5038</u></p>
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**Contra
Costa
County**

To: Board of Supervisors
From: LEGISLATION COMMITTEE
Date: January 21, 2020

Subject: 2019 Year-end Report on State and Federal Legislative Programs

RECOMMENDATION(S):

ACCEPT the 2019 Year-end Reports on the state and federal legislative programs provided by the County's legislative advocates.

FISCAL IMPACT:

There is no fiscal impact from the acceptance of these reports.

BACKGROUND:

Each January, the Board of Supervisors receives Year-end Reports on its state and federal legislative programs from its legislative advocates. These reports summarize the state and federal legislative and regulatory advocacy activity undertaken by the County, and on the County's behalf, during the year.

The state 2019 Year-end Report was prepared by James Gross and Michelle Rubalcava from Nielsen Merksamer Parrinello Gross & Leoni. It is Attachment A.

The federal 2019 Year-end Report was prepared by Paul Schlesinger, Anne Cullather, Perrin Badini and Mackenzie Dobson of Alcalde & Fay. It is Attachment B.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stacey M. Boyd, Deputy

Contact: L. DeLaney,
925-335-1097

cc:

ATTACHMENTS

Attachment A: 2019 State Legislative Program Year-End Report

Attachment B: 2019 Federal Legislative Program Year-End
Report

To: David Twa
Lara DeLaney
Contra Costa County

From: James S. Gross
Michelle Rubalcava

Date: January 10, 2020

Re: **2019 Contra Costa County Year End Wrap-Up**

The 2019-2020 legislative session began on January 7th, 2019. There were several new faces in the chambers, as well as a few that were familiar.

New Legislators for 2019

Assemblymember	District (County/Counties)	Replacing
Buffy Wicks – D	AD 15 (Alameda / CCC)	Tony Thurmond – D
Rebecca Bauer-Kahan – D	AD 16 (Alameda / CCC)	Catharine Baker – R
Robert Rivas – D	AD 30 (Monterey/San Benito/Santa/Cruz/ Santa Clara)	Anna Caballero – D
Christy Smith – D	AD 38 (L.A. /Ventura)	Dante Acosta – R
James C. Ramos – D	AD 40 (San Bernardino)	Marc Steinorth – R
Tyler Diep – R	AD 72 (Orange County)	Travis Allen – R
Cottie Petrie-Norris – D	AD 74 (Orange County)	Matthew Harper – R
Tasha Boerner Horvath – D	AD 76 (San Diego)	Rocky Chavez – R
Senator	District (County/Counties)	Replacing
Andreas Borgeas – R	SD 8 (Amador/Calaveras/Fresno/Inyo/Madera/Mariposa/Mono/Sacramento/Stanislaus/Tulare/Tuolumne)	Tom Berryhill – R

SACRAMENTO

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Anna Caballero – D	SD 12 (Fresno/Madera/Merced/Monterey/San Benito/Stanslaus)	Anthony Cannella – R
Melissa Hurtado – D	SD 14 (Fresno/Kern/Kings/Tulare)	Andy Vidak – R
Shannon Grove – R	SD 16 (Kern/Tulare/San Bernardino)	Jean Fuller – R
Susan Rubio – D	SD 22 (L.A.)	Ed Hernandez – D
Maria Elena Durazno – D	SD 24 (L.A.)	Kevin de León – D
Bob J. Archuleta – D	SD 32 (L.A./Orange)	Vanessa Delgado – D
Tom Umberg – D	SD 34 (L.A./Orange)	Janet Nguyen – R
VACANT (Effective 11/1)	SD 28 (Riverside)	Jeff Stone - R
Brian Jones – R	SD 38 (San Diego)	Joel Anderson – R

Governor Newsom’s first budget proposal...FY 2019-20

On January 10, 2019, Californians got their first substantive glimpses of Governor Newsom’s priorities. Promises made on the campaign trail were, for the first time, set out in his budget proposal to the legislature.

Newsom’s press release called his proposal, the “California For All” budget. He stated that the \$209.1 billion dollar state budget plan reflected his desire to “...make the California Dream available to all...and lays a strong foundation for our state by eliminating debts, expanding the rainy-day fund and paying down our unfunded liabilities.” He specifically called attention to his proposal for \$4 billion to pay for outstanding debt and deferrals, \$4.7 billion for the rainy-day reserve and \$4.8 billion to unfunded retirement liabilities. His message clearly asserted his intentions to continue his predecessor’s efforts toward fiscal prudence.

Governor Newsom’s Introduced Budget for FY 2019-2020 also included:

- A “Working Families Tax Credit,” doubling the state’s Earned Income Tax Credit to \$1 billion.
- Expanding Medi-Cal benefits to about 138,000 young adults.
- \$1.3 billion to spur housing development, promote economic growth, and expanding state tax credits to develop low- and moderate-income housing.
- Phased-in funding for universal preschool for all income-eligible four-year-olds.
- \$750 million to address barriers to full-day kindergarten and \$576 million in Proposition 98 spending to support expanded special education services in school districts with high concentrations of special education students.

- Backfilling wildfire-related property tax losses, \$200 million to augment CalFIRE’s capabilities and \$25 million ongoing to for pre-positioning local government fire engines to support the state’s mutual aid system.
- \$500 million to encourage local governments to build emergency shelters and navigating centers, and \$25 million to assist homeless and disabled individuals in applying for disability benefits.

In sum, an ambitious agenda, and one that would require judicious use of his new political capital and the ability to work with a legislature eager to revive policies and priorities unrealized by the Brown Administration.

That day in May...

On Thursday, May 9, 2019, the Governor released his first revised budget proposal. Total spending in his revised plan increased from just over \$209 billion in January to \$213 billion. The increased spending was made possible by a strong economy and better than expected short-term tax revenue returns. Newsom reiterated his commitment to fiscal prudence by allocating \$1.2 billion of the new spending to the rainy-day fund, increasing the total in reserve to \$16.5 billion. Because of this infusion, the fund is projected to reach its ten percent constitutional cap (Proposition 2 of 2014), almost two years earlier than expected.

The plan also maintained funding levels for housing programs similar to his January proposal and made minor increases to support renters and housing production incentive grants to provide infill infrastructure funding for housing projects. It also included an additional \$20 million in one-time funding to provide grants to nonprofits focusing on landlord tenant disputes for counseling and renter education programs.

The May revision continued the January plan to revise the County IHSS Maintenance of Effort which included lowering the County IHSS MOE base, reducing the inflation factor to 4%, and stopping the redirection of 1991 Realignment VLF growth. An extra increase of \$15.3 million was also added to reflect the updated costs to continue the restoration of the 7% reduction in IHSS service hours.

All in all, the May revise was generally non-controversial and didn’t include many surprises. The Governor’s fiscally cautious budget framework seemed to set a positive tone for the more intensive debate and deliberation of the Budget and Budget Subcommittees. California’s Counties fared well with the proposal. CSAC’s statement, upon consideration of the May plan summed it up.

“The Governor’s May Revision supports counties’ core priorities and continues the strong state-county partnership to improve our communities. From In-Home Supportive Services to addressing homelessness, California Counties

appreciate the additional investments and stand ready to work with the Administration and Legislature on getting this budget done.”

Other highlights of the May Revise:

- Added \$130 million for childcare: doubled the proposed tax credit for families with children under 6.
- Maintained January spending proposal to expand Medi-Cal eligibility to young adults ages 19-25, regardless of immigration status and proposal to offer subsidies for middle-income earners to purchase health care on Covered California exchanges.
- Expanded the Paid Family Leave program to 8 weeks.
- Proposed to offer 2 years of free community college tuition.
- Added almost \$40 million to January’s \$769 million proposal for enhancing the state’s ability to fight natural disasters and clean-up efforts.
- \$252 million in GGRF spending in the Transformative Climate Communities Program.
- Proposed \$650 million to local governments for homelessness emergency aid.

Governor Newsom’s first budget deal...

On June 13th the legislature passed yet another on time California State Budget. The final \$214.8 billion dollar spending plan preserved most, if not all, of the legislature’s and administration’s priorities that had been negotiated and adjusted through the Budget Subcommittee process. As in years past, and a product of huge democratic/partisan majorities and a seemingly sympathetic Governor, negotiations seemed generally constructive and without much controversy.

On Thursday, June 27th, Governor Newsom signed his first budget bill with the promise of numerous budget-implementing trailer bills to make their way to his desk...some as late as the last weeks of legislative session in September.

The 2019-2020 budget deal ended the year with total reserves of \$19.2 billion dollars, of which \$16.5 billion was injected into the state’s rainy-day reserve fund and also made an extra \$9 billion payment (over the next 4 years) to pay down unfunded pension liabilities. Finally, it invested \$4.5 billion to eliminate numerous debts incurred during the last recession. On top of establishing his own credentials as a prudent fiscal manager in the vein of his predecessor, he and the legislature managed to keep their eyes on the ball with respect to focusing proper attention to CA’s lingering hot-button issues of homelessness, housing affordability, healthcare, and emergency planning and response.

Some highlights of the 2019-2020 budget:

- \$81.1 billion in spending on education.

- A doubling of the Earned Income Tax Credit for families with young children from \$500 to \$1,000.
- Increases by \$500 million the state's low income housing tax credit for builders of affordable low-income rental housing.
- \$2.2 billion in constitutionally mandated debt payments.
- \$5.9 billion in additional unfunded liability payments.
- \$2 billion (from the Proposition 98 General Fund) for LCFF.
- Increases in monthly CalWORKs grants.
- \$1 billion to fund programs that facilitate the construction of affordable housing.
- \$650 million in one-time grants for various programs to address homelessness.
- \$250 million in planning grants to local governments and other entities.
- \$2.9 billion from the GGRF spending for various programs.
- Extends paid family leave from 6 to 8 weeks.
- \$260 million to the DMV for the processing of driver's licenses and increased workload demands as it implements the REAL ID program.

The new Gov....not the same as the old Gov. / Getting to know you

Ten months into Newsom's first term, the political establishment still isn't quite sure what to make of the Governor. He presided over landmark deals on rent control, charter schools, police shootings and excited liberals with a more aggressive posture toward President Trump. At the same time though, some frustrations have simmered, leaving lingering questions about the trajectory of the administration and its policies. Lawmakers, staff and interest groups have pointed to false starts and mixed messaging that left them uncertain of where they stood, in addition to last-minute intercessions and a sense that Newsom made one-sided demands for votes.

The Governor started the year with his State of the State speech where he seemingly acknowledged that California's high-speed rail project was a lost cause, leaving his own staff scrambling to reassure supporters and counteract reports that the project was dead. By the end of the legislative session, he added a surprise demand for more amendments to a vaccination exemption measure (arguably the most contentious and controversial bill of 2019) after he had already sought and agreed to earlier amendments. Some also found it irritating that Newsom and his team would surprise legislators by jumping in late in the legislative process to try and shape bills before they arrived on his desk.

There were some other surprises too...

In May, Assemblymembers Cristina Garcia and Lorena Gonzalez stood next to Newsom at a podium celebrating a long-fought for victory after the new governor

agreed to exempt menstrual products and diapers from sales taxes in California. They didn't realize until days later that Newsom only wanted the exemption to last for two years. Both lawmakers said they were surprised and disappointed.

On one of the year's signature issues, a battle over labor in the gig economy, which pitted tech companies against organized labor, Newsom's attempts to balance both sides fueled discontent. Just hours after the Legislature passed Assemblymember Gonzalez' AB 5, with supporters assailing gig companies and lauding a watershed moment for workers, The Wall Street Journal published a story in which Newsom said he was "committed" to continuing negotiations with some of the gig platforms. (A day later, Uber cited that language in a press release essentially defying California by saying the company would not re-classify workers.) In the Legislative Democratic Caucus' moment of triumph, the Governor sent a signal of encouragement to companies they'd just denounced as standing in the way of progress.

Newsom sowed confusion on another of the session's most contentious bills before eventually striking a far-reaching deal. After breaking with many Democrats by not supporting a 2018 rent control ballot initiative, Newsom said early in the year he would support a rent deal made in Assemblymember David Chiu's AB 1482.

At the same time, Newsom rejected several environmental bills that Governor Brown would likely have signed, including SB 1 a measure to stop Trump administration rollbacks of environmental laws. This piece of legislation got caught up in delicate negotiations over water and, in the end, Newsom sided with farmers over environmentalists and dealt a blow to State Senate Leader Atkins' most high profile legislative efforts of the year.

Soooo, he's not *exactly* Jerry Brown...

When all was said and done on the evening of Sunday, October 13th (the last day for the Governor to act on legislation from the 2019 legislative session), some of the most high-profile measures he signed were proposals that were vetoed by his predecessor, some of them, more than once. In fact, Governor Newsom has made it clear since he took over in January that his tenure would not be a third consecutive term of Jerry Brown.

Two years ago, Brown vetoed SB 149 (by Senators McGuire and Wiener), a bill that would have required presidential candidates to release five years of tax returns to appear on the California ballot, suggesting it might be unconstitutional and could set a "slippery slope" precedent for other demands on candidates. Newsom signed that same bill, now SB 27 (McGuire), in July.

Newsom also broke with Brown on several bills that expand state oversight of local governments, including SB 328 (Portantino), which requires later start times for many middle and high schools. It sets the earliest start times at 8 a.m.

for middle schools and 8:30 a.m. for high schools, beginning with the 2022-23 school year. In 2018, Brown rejected a similar bill, calling it a “one-size-fits-all approach” for a decision “best handled in the local community.”

Newsom also signed SB 8 (Glazer), a ban on smoking in most areas of state beaches and parks. Brown had previously vetoed similar bills three years in a row! He stated in a 2018 veto message: “We have many rules telling us what we can’t do and these are wide open spaces.”

On some bills, Newsom, took more explicitly political stances. While Brown vetoed a bill requiring University of California and California State University campuses to provide medication abortions because it was “not necessary,” Newsom signed Senator Leyva’s SB 24 to show California is “expanding access and reaffirming a woman’s right to choose” at the same time that other states and the federal government work to restrict access.

Another clear ideological difference was highlighted on gun-related legislation. Newsom signed several bills that Brown vetoed, including one allowing employers, coworkers and school staff to petition a judge to take away a person’s firearms.

The final push...

The weeks of session after legislators come back from summer recess and after the Assembly and Senate committees release suspense file bills is always “exciting” and at times terrifying. This “end of session” was no different. 2019 was a constructive year and the legislature and administration were able to make progress on many priority issues.

Here are some of the big ticket items that we’d like to highlight for you. Some have been mentioned earlier in this document:

AB 5 (Gonzalez) - States the intent of the Legislature to codify the decision in the case of Dynamex Operations West, Inc. V. Superior Court of Los Angeles and clarify its application. Provides that a person providing labor or services for remuneration shall be considered an employee rather than an independent contractor unless the hiring entity demonstrates otherwise. Exempts licensed manicurists until a specified date. Authorizes an action for injunctive relief to prevent employee misclassification. *Signed by Governor, Chapter 296, Statutes of 2019*

AB 392 (Weber) - Redefines the circumstances under which a homicide by a peace officer is deemed justifiable to include when the officer reasonably believes, based on the totality of the circumstances, that deadly force is necessary to defend against an imminent threat of death or serious bodily injury to the officer or to another person, or to apprehend a fleeing person for a felony that threatened or resulted in death or serious bodily injury. *Signed by Governor, Chapter 170, Statutes of 2019*

AB 1080 (Gonzalez) / SB 54 (Allen) – These identical measures sought to eliminate 75% of single use containers to reduce the glut of unmarketable plastics statewide and laying the groundwork for a revamped recycling industry in the state. Negotiations and deliberations on the bills lasted into the final hours of the last day of legislation, but despite the best efforts of proponents (and several major stakeholders that were moved from opposition to support), ***neither bill garnered enough votes to pass.***

AB 1482 (Chiu) - Prohibits an owner, of residential real property from terminating a tenancy without just cause, which the bill would require to be stated in the written notice to terminate tenancy when the tenant has continuously and lawfully occupied the residential real property for 12 months. ***Signed by Governor, Chapter 597, Statutes of 2019***

AB 1505 (O'Donnell) - Revises and recasts numerous provisions relating to the submission of petitions to establish charter schools, the appeal to county boards of education and to the state board of decisions of the governing boards of school districts to deny approval or renewal of charter schools, and the revocation of charters by chartering authorities. ***Signed by Governor, Chapter 486, Statutes of 2019***

SB 13 (Wieckowski) - Amends the Planning and Zoning Law and authorizes the creation of accessory dwelling units in areas zoned to allow single family or multifamily dwelling residential use. It also prohibits a local agency from establishing any other minimum or maximum size for an accessory dwelling unit, size based upon a percentage of the proposed or existing primary dwelling, or limits on lot coverage, floor area ratio, open space, and minimum lot size for either attached or detached dwelling units, under certain conditions. ***Signed by Governor, Chapter 653, Statutes of 2019***

SB 72 (Umberg) – Requires a county elections official to offer conditional voter registration and provisional voting at satellite offices of the County Elections Office and all polling places in that county. It also requires the elections official to provide the voter with a ballot for the voter's precinct, if the elections official is able to determine a conditionally registered voter's precinct, and the ballot for that precinct is available. ***Signed by Governor, Chapter 565, Statutes of 2019***

SB 276 (Pan) – Requires the State Department of Public Health to develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption request that would be transmitted using the California Immunization Registry, and would be the only documentation of a medical exemption that a governing authority may accept. ***Signed by Governor, Chapter 278, Statutes of 2019***

SB 328 (Portantino) - Prohibits high schools, including those operated as charter schools, from beginning their schoolday before 8:30 a.m. Prohibits middle schools, including those operated as charter schools, from beginning their schoolday before 8:00 a.m. ***Signed by Governor, Chapter 868, Statutes of 2019***

SB 714 (Pan) – This is the companion measure to Senator Pan’s SB 276 that Allows a child who has a medical exemption issued before January 1, 2020, to be allowed to continue enrollment until the child enrolls in the next grade span and would prohibit, on and after July 1, 2021, a governing authority from unconditionally admitting or readmitting to these institutions, or admit or advance any pupil to 7th grade level, unless the pupil has been immunized or has a medical exemption through a procedure that includes the completion of a compliant statewide form. *Signed by Governor, Chapter 281, Statutes of 2019*

And from the County perspective...

After all of the progress that the Legislature and counties made over the past 3 years on emergency planning, housing and homelessness, the tone in January was generally one of cautious optimism and an eye to preserving those gains and building on them....and generally speaking, that’s exactly what happened.

County Budget successes...

Counties worked with the Governor and legislature to address the growing homelessness crisis in California. The budget package ultimately signed into law includes more than \$650 million of new funding to assist local governments in addressing homelessness with locally-driven solutions—including a \$175 million direct allocation to California counties. Counties also realized \$750 million in one-time funding to local governments to increase housing production, including \$250 million for planning grants to help jurisdictions work through the Regional Housing Needs Assessment 6th Cycle and \$500 million for housing-related infrastructure improvements.

On IHSS, counties, through negotiation by CSAC, secured \$296.7 million in 2019-20 and \$1.86 billion over the next four years by revising the County IHSS Maintenance of Effort, resulting in a far more sustainable IHSS fiscal structure.

Counties, working with numerous stakeholders, were able to prevent changes to inverse condemnation for utility companies. Counties also obtained additional disaster relief funding including backfills for lost property taxes, direct local assistance, and public safety power shutoff resources.

County legislative successes...

California’s counties play a vital role in policy formation at the state capitol. This year there were several bills that California counties were watching:

AB 728 (Santiago) - Expands the authority of current county homeless adult and family multidisciplinary personnel teams (MDT) in seven counties. This expands the data sharing capabilities to include individuals who are at risk of homelessness. In addition, the bill expands who can be included in the MDT. *Signed by Governor, Chapter 337, Statutes of 2019*

AB 1054 (Holden) – Represents comprehensive package of policies that protect the rights of fire victims and creates additional safety and oversight measures for utilities and ensure that utilities are held accountable for the safety of their systems. AB 1054 complements more than \$1 billion in additional funding being added through the state budget to enhance preparedness and wildfire response across the state. *Signed by Governor, Chapter 79, Statutes of 2019*

SB 5 (Beall) - Establishes the Affordable Housing and Community Development Investment Program. Authorizes various agencies and special districts to apply for participation in the program. Provides that eligible projects shall include the predevelopment, development, acquisition, rehabilitation, and preservation of workforce and affordable housing, certain transit oriented development, and projects promoting strong neighborhoods. Provides for property tax revenue. *Vetoed by Governor*

SB 137 (Dodd) This CSAC sponsored bill streamlines environmental review and expedites county bridge and safety projects by authorizing additional exchanges of federal and state transportation funding through the Match Exchange Program. CSAC worked closely with the Legislature, the California Department of Transportation (Caltrans), the California Department of Finance, and the California State Transportation Agency to negotiate amendments and secure passage of the bill. *Signed by Governor, Chapter 639, Statutes of 2019*

SB 190 (Dodd) - Requires the State Fire Marshal (SFM) to develop a model defensible space program and requires the SFM to develop and make available a Wildland-Urban Interface (WUI) Fire Safety Building Standards Compliance training. It also requires the SFM to develop a WUI Products listing of products and construction assemblies that comply with the WUI Fire Safety building standards. *Signed by Governor, Chapter 404, Statutes of 2019*

SB 228 (Jackson) Requires the Secretary of the California Health and Human Services Agency to coordinate with the Director of the Department of Aging to lead the implementation process for the Master Plan for Aging established by Executive Order N-14-19, which will identify policy changes needed to prepare for California's aging population. The Master Plan for Aging Stakeholder Advisory Committee includes representatives from a wide range of systems, including local government. *Signed by Governor, Chapter 742, Statutes of 2019*

SB 276 (Pan) - Requires the State Department of Public Health to develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption request that would be transmitted using the California Immunization Registry, and would be the only documentation of a medical exemption that a governing authority may accept. *Signed by Governor, Chapter 278, Statutes of 2019*

By the numbers...

Though the following information will not help you divine any mystical insight about legislators, the legislature or the Governor, we thought it would be interesting to conclude this report with some information of a statistical nature. The close of every legislative year/session and the end of any given Governor's tenure always seem to be the time when questions of a quantitative nature seem to come up. This is not an exhaustive and calculated list of anything in particular, but it may answer some questions or address some curiosities you've had.

- The California Assembly introduced 1,833 Assembly Bills, 18 Constitutional Amendments, 139 Concurrent Resolutions, 25 Joint Resolutions and 66 House Resolutions for a total of 2,081 measures.
- The California Senate introduced 792 Senate Bills, 6 Constitutional Amendments, 77 Concurrent Resolutions, 12 Joint Resolutions and 65 House Resolutions for a total of 952 measures.
- Of the 1,833 Assembly Bills introduced, 574 were signed by the Governor and 122 were vetoed. Of the 792 Senate Bills introduced, 296 were signed by the Governor and 50 were vetoed.
- Governor Newsom's veto rate was 16.5% in his first year as governor, which is the same proportion of vetoes as in Governor Brown's final year as Governor. Incidentally, this 16.5% veto rate for Brown was the highest of his 16 years as Governor.
- Governor Deukmejian holds the record for most bills vetoed in a year, 436 in 1990. Governor Schwarzenegger comes in just behind with 414 vetoes in 2008

Contra Costa County: Legislative Advocacy Program

AB 38 (Wood) - Requires the Natural Resources Agency to review the regional capacity of each county that contains a very high fire hazard severity zone to improve forest health, fire resilience, and safety. Requires a seller of real property located in a high or very high fire hazard severity zone to provide specified documentation to the buyer that the real property is in compliance with specified wildfire protection measures or a local vegetation management ordinance.

Status: Signed by Governor, Chapter 391, Statutes of 2019

CCC Position: Support

AB 55 (E. Garcia) - Defines a workload unit for purposes of supporting county veterans service officers to mean a specific claim activity that is used to allocate subvention funds to counties, which is approved by the Department of Veterans Affairs, and performed by county veterans service officers.

Status: Held on Assembly Appropriations Suspense File

CCC Position: Support

AB 163 (C. Garcia) - Requires the State Department of Social Services to create a facilities liaison position within its immigration services unit to, among other duties, assist state-licensed group homes, short-term residential therapeutic programs, foster family agencies, and resource families that serve undocumented immigrant youth in connecting with appropriate supports and services, including, but not limited to, legal services, mental health assessments and services, and public benefits.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

AB 229 (Nazarian) - Clarifies that the Department of Social Services is required to provide translations of written content, and transcriptions or captioning of videos, in languages spoken by a substantial number of providers of in-home supportive services in the state.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

AB 388 (Limón) - Requires the State Department of Public Health to implement the action agenda items in the Healthy Brain Initiative to the extent resources are available. Requires the department to establish a pilot program in up to 8 counties, as specified, and award participating counties one-time grant funding over 3 consecutive fiscal years, to develop local initiatives that are consistent with the Healthy Brain Initiative.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

AB 402 (Quirk) - Authorizes the State Water Resources Control Board to delegate partial responsibility for the Safe Drinking Water Act's enforcement by means of a local primacy delegation agreement. Includes enforcement costs as costs covered by the annual Drinking Water Surveillance Program grant. Authorizes any local primacy agency, with the approval of the State Water Resources Control Board, to elect to participate in a funding stabilization program.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

AB 715 (Nazarian) - Extends the Richard Paul Hemann Parkinson's Disease Program until 1/1/2021.

Status: Signed by Governor, Chapter 806, Statutes of 2019

CCC Position: Support

AB 944 (Quirk) - Requires a county to renew the exception period for additional periods for a sponsored applicant for, or recipient of, CalWORKs benefits who is deemed to meet the indigence requirement. Requires the Department of Social Services to commence implementing this provision when

the Department notifies the Legislature that the California Statewide Automated Welfare System can perform the necessary automation to implement the renewals.

Status: Vetoed by Governor

CCC Position: Support

AB 980 (Kalra) - Prohibits disclosure of the home addresses of an adult abuse investigator or social worker working in protective services within a social services department, and the public guardian, public conservator, and public administrator of each county, and their staff.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

AB 1005 (Arambula) - States the intent of the Legislature in adopting this bill to build upon the current Continuum of Care Reform implementation effort. Requires the State Department of Social Services to establish a statewide hotline as the entry point for a Family Urgent Response System to respond to calls from caregivers or current or former foster children or youth when a crisis arises.

Status: Never Heard

CCC Position: Support

AB 1042 (Wood) - Establishes eligibility and other requirements for providing the home upkeep allowance or a transitional needs fund to Medi-Cal patients residing long-term care facilities. Prescribes both general and specific requirements for both facility residents who intend to leave the facility and return to an existing home, who would receive the home upkeep allowance, and for residents who do not have a home but intend to leave the facility and establish a new home.

Status: Held on Senate Appropriations Suspense

CCC Position: Support

AB 1049 (Grayson) - Provides an exemption from sales and use tax for the sale of, or the storage, use, or consumption of, equipment that is purchased for exclusive use by an on-call volunteer fire department.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support/Sponsor

AB 1194 (Frazier) - Increases the membership of the Delta Stewardship Council to 13 members, including 11 voting members and 2 nonvoting members.

Status: Held in Assembly Water Parks and Wildlife

CCC Position: Support

AB 1216 (Bauer-Kahan) - Authorizes the counties of Alameda and Contra Costa to establish a pilot program to employ 2 law enforcement officers, one from each county, solely for the purpose of enforcing dumping laws in those counties.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support/Sponsor

AB 1301 (Cooley) - Requires county child welfare agencies to compensate licensed private adoption agencies for the costs of supporting families through the process of adopting children and nonminor dependents who are eligible for the Adoption Assistance Program. Prescribes the amount and methodology for compensation and would require the department to establish reimbursement procedures in consultation with the counties and private adoption agencies.

Status: Signed by Governor, Chapter 827, Statutes of 2019

CCC Position: Support

AB 1356 (Ting) - Exempts a local jurisdiction that, on or before, and until specified dates, submitted to the electorate of that jurisdiction, a certain local ordinance or resolution relating to retail cannabis commercial activity that received a specified vote of the electorate. Provides that these provisions are prohibited from being construed to require a local jurisdiction to authorize adult use retail cannabis commercial activity.

Status: On Assembly Floor Inactive File

CCC Position: Oppose

AB 1377 (Wicks) - Requires the State Department of Education, the State Department of Health Care Services, and the State Department of Social Services to work together with specified stakeholders to develop a proposed statewide process for using data collected for purposes of the CalFresh program, Medi-Cal, free and reduced-price school meals programs, and the electronic benefits transfer system to increase enrollment in the CalFresh program.

Status: Signed by Governor, Chapter 461, Statutes of 2019

CCC Position: Support

AB 1500 (Carrillo) - Repeals the provision authorizing a unified program agency to suspend or revoke a unified program facility permit, or an element of a unified program facility permit, for not paying the permit fee or a fine or penalty associated with the permit. Authorizes the UPA, if a permittee does not comply with a written notice from the UPA to make those payments by the specified date, in addition to suspending or revoking the permit or permit element.

Status: Held on Senate Appropriations Suspense

CCC Position: Support

AB 1544 (Gipson) - Establishes the Community Paramedicine or Triage to Alternate Destination Act. Authorizes a local EMS agency to develop a community paramedicine or triage to alternate destination program, to provide specified community paramedicine services. Requires the authority to develop regulations to establish minimum standards for a program. Requires the Commission on Emergency Medical Services to review and approve those regulations.

Status: On Senate Inactive File

CCC Position: Oppose Unless Amended

SB 29 (Durazo) - Extends eligibility for MediCal benefits to individuals who are a specified age or older, and who are otherwise eligible for those benefits but for their immigration status. Expands the requirements of the eligibility and enrollment plan, such as ensuring that an individual maintains their primary care provider without disruption.

Status: Assembly 3rd Reading

CCC Position: Support

SB 66 (Akins) - Authorizes reimbursement to providers for a maximum number of visits taking place at a federally qualified health center or rural health clinic on the same day at a single location, if after the first visit, the patient suffers illness or injury requiring additional diagnosis or treatment, or if the patient has a medical visit and a mental health visit or a dental visit. Includes a licensed acupuncturist within those health care professionals covered under the definition of visit.

Status: Assembly Inactive File

CCC Position: Support

SB 207 (Hurtado) - Includes asthma preventive services as a covered benefit under the MediCal program, if funds are appropriated for such purpose. Requires the Department of Health Care Services, in consultation with external stakeholders, to approve two accrediting bodies with expertise in asthma to review and approve training curricula for asthma preventive services providers. Requires the curricula to be consistent with specified federal and clinically appropriate guidelines.

Status: In Assembly Appropriations Committee

CCC Position: Support

SB 276 (Pan) - Requires the State Department of Public Health to develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption request that would be transmitted using the California Immunization Registry, and would be the only documentation of a medical exemption that a governing authority may accept.

Status: Signed by Governor, Chapter 278, Statutes of 2019

CCC Position: Support

SB 280 (Jackson) - Requires the Department of Housing and Community Development to investigate possible changes to the building standards in the California Residential Code for adoption by the California Building Standards Commission to promote aging-in-place design.

Status: Signed by Governor, Chapter 640, Statutes of 2019

CCC Position: Support

SB 333 (Wilk) - Requires the Homeless Coordinating and Financing Council to develop and implement a statewide strategic plan for addressing homelessness in the state, as specified. Requires the council to implement strategic plans to assist

federal Housing and Urban Development Continuum of Care lead agencies in better implementing Housing and Urban Development recommended activities and meeting Housing and Urban Development requirements.

Status: Held on Assembly Appropriations Suspense

CCC Position: Support

ALCALDE & FAY

GOVERNMENT & PUBLIC AFFAIRS CONSULTANTS

January 13, 2020

To: David Twa, Contra Costa County Administrator
Lara DeLaney, Senior Deputy County Administrator

From: Paul Schlesinger
Anne Cullather
Perrin Badini
Mackenzie Dobson

Re: 2019 Federal Legislative Program Year-End Report

Despite an increasingly partisan and immobilized Congress, marked by a lengthy and contentious government shutdown at the start of the year, impeachment proceedings toward its conclusion, and the impending Presidential elections a year away – and despite Congress’s continuation of its self-imposed ban on earmarks - we are pleased to report significant progress on several fronts important to Contra Costa County.

Army Corps of Engineers Projects

Funding was obtained for water resources projects that are high on the County’s priority list. In the years since Congress imposed an earmark ban on itself, there are two ways to secure Army Corps funding for local priorities: (1) work with the Administration to have them budgeted in the Administration’s budget request, whereafter such amounts are routinely approved by Congress, and (2) utilizing provisions funded in appropriations bills which provide additional, unallocated funding for the Army Corps, with instructions that the Corps itself determine how these additional monies are spent as part of a work plan to be submitted to Congress.

When we reported on 2018 activities last year, the FY ’19 work plan had yet to be released. We were pleased to report last year, and reiterate now, that in addition to funding made available in the legislation making appropriations for the Army Corps of Engineers (reported upon in last year’s end-of-year report), the work plan provided an additional \$3.14 million for maintenance dredging of the Suisun Bay Channel, bringing the total amount of FY ’19 funding for the project up to \$6.804 million.

The Omnibus Appropriations measure funding the government for FY ’20 included \$5.8 million for Suisun Bay dredging, and an additional \$2.88 million for the maintenance dredging of San Pablo Bay and Mare Island Strait.

Advocacy related to the Sacramento-San Joaquin Delta

We have been pleased to work extensively with County officials and staff in advocating before the federal government to achieve the County's objectives with regard to the Delta. These efforts have generally been in conjunction with other federal advocates working on behalf of their clients; the other members of the Delta Counties Coalition (DCC).

Of particular note, when some in the DCC seemed to want to focus on promoting the development of new water resources, we worked with County staff to try and assure that the DCC keep as its priority focus its very raison d'être, the defeat of the WaterFix and any unreasonable successor conveyance proposals. We also worked with staff to assure that the DCC continued to vigorously oppose the San Luis Drain settlement.

Funding for Mount Diablo Mercury Mine Clean-up

We continued to work last year toward securing federal funding in the amount of \$483,000 for clean-up of the Mount Diablo Mercury Mine. Given the current moratorium on earmarks, we recognized that it would not be possible to secure a line-item appropriation for this important project. But, with the language that we had worked to include in the Statement of Managers accompanying a previous Water Resources Development Act (WRDA), specifically directing the Army Corps to give priority consideration to the Mount Diablo Cleanup when allocating funds made available for the Remediation of Abandoned Mine Sites program (RAMS), we also recognized that any funding made available in Appropriations bills for the general RAMS program is almost certain to be provided for our project.

We are pleased that, despite the fact that the Administration failed to recommend any funding for the RAMS program, at the County's request, Congress included \$3 million in its final appropriations bill for FY '20. Senator Feinstein, in her role as ranking Democrat on the Senate Appropriations Subcommittee on Energy and Water Development, has been a champion in securing funding for this program. Her staff has been quite explicit in telling us that the funding is intended to assist with our project. And this year, for the first time in several years, the House included RAMS funding in its bill, presumably at least in part because of the support of our House delegation.

Other Advocacy Projects

From the County's extensive legislative program, we were asked to focus particularly on several appropriations issues. The following indicates our request and the outcome for each:

- **Community Development Block Grants (CDBG)**
 - FY '19 Enacted: \$3.3 billion
 - Administration Request: 0
 - Our Request: \$3.8 million
 - Final: \$3.425 million

- **Institute of Museum and Library Services (IMLS)**
 - FY '19 Enacted: \$242 million
 - Administration Request: \$23 million
 - Our Request: \$242 million
 - Final: \$252 million

- **Cooperative Endangered Species Conservation Fund (CESCF):**
 - FY '19 Enacted: \$53.495 million
 - Administration Request: 0
 - Our Request: \$85 million
 - Final: \$54.502 million

- **DOJ Comprehensive Opioid Funding**
 - FY '19 Enacted: \$157 million
 - Administration Request: \$145 million
 - Our Request: \$200 million
 - Final: \$378 million

- **DOJ Byrne Justice Assistance Grants**
 - FY '19 Enacted: \$423.5 million
 - Administration Request: \$405.2 million
 - Our Request: \$500 million
 - Final: \$547.2 million

In addition to managing the issues on the County's legislative platform, and given the dynamic nature of events in Washington, we have also brought various matters of interest to the County's attention and assisted the County when new matters surfaced that required communication with, or the input of, our delegation.

Some of the diverse issues we have called to the County's attention, or worked on at the County's behalf include:

- National Heritage Area designation for the Delta
- a support letter for Congresswoman Speier's San Francisco Bay Restoration Act
- the Violence Against Women Act
- broadband development legislation
- legislation related to financing with municipal bonds
- the BNSF Railway presence at Miller-Knox Regional Shoreline

- legislation related to women’s nursing rooms at small airports
- legislation related to securing federal elections
- the Long-Term Unemployment Act
- support for Family First Transition Act (H.R. 4980)
- opposition to the proposed revision of the Standard Utility Allowances for SNAP, the Supplemental Nutrition Assistance Program
- opposition to the proposed revisions of Categorical Eligibility in SNAP
- response to a proposed federal rule on eligibility for residency at public housing
- the re-authorization of the FAST Act (Fixing America’s Surface Transportation Act)
- the re-authorization of the Older Americans Act
- support for legislation that strengthens counties’ ability to address health care in jails
- overturning an FCC regulation on local control of rights-of-way, and
- overturning the Public Charge rule.

Activities such as these certainly contribute to the long-held perception around Capitol Hill and elsewhere in Washington that Alcalde & Fay serves as the County’s office here in town; a place that these offices can call, trusting that they will be communicating, if through an agent, with appropriate County officials.

As always, it has been a privilege to represent the County with its efforts as they relate to the federal government. We would be pleased to elaborate on any aspect of this work, and look forward to continuing work on your behalf in the year ahead.



Contra
Costa
County

To: Board of Supervisors
From: Diana Becton, District Attorney
Date: January 21, 2020

Subject: Add one (1) Legal Assistant in the District Attorney's Office.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22574 to add one (1) full-time Legal Assistant (2Y7B) (represented) position in the District Attorney's Office.

FISCAL IMPACT:

A Neighborhood Court position is budgeted for \$90,000 in FY 2019-20 and \$93,233 in FY 2020-21 as part of the Community Corrections Partnership and AB109 Public Safety Realignment Program. The Legal Assistant position will serve as the staff position for the DA's Neighborhood Court program.

BACKGROUND:

The Board of Supervisors approved Resolution 2019/47 on May 7, 2019 to authorize the modification, addition and deletion of certain positions in affected departments. Effective July 1, 2019, the District Attorney's Office was authorized to add one (1) full-time "Neighborhood Courts Director" position. The District Attorney's Office now seeks to fill the newly added position with the Legal Assistant classification. The Legal Assistant will act as liaison between Neighborhood Courts Adjudicators, City agencies, public, community organizations, attorneys, participants, and victims/advocates as part of the Community Corrections Partnership and AB109 Public Safety Realignment Program.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Jason Chan, (925)
957-2234

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District Attorney's Office will be unable to implement the Neighborhood Courts Program.

AGENDA ATTACHMENTS

P300 22574

MINUTES ATTACHMENTS

Signed P300 22574

POSITION ADJUSTMENT REQUEST

NO. 22574
DATE 1/3/2020

Department District Attorney Department No./
Budget Unit No. 0242 Org No. 2839 Agency No. 42
Action Requested: ADOPT Position Adjustment Resolution No. 22574 to adjust the positions within the District Attorneys Office to add one (1) full-time Legal Assistant (2Y7B) position.

Proposed Effective Date: 01/22/2020

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$93,233.00 Net County Cost \$0.00
Total this FY \$40,000.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT AB109

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jason Chan

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

1/15/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

ADOPT Position Adjustment Resolution No. 22574 to add one (1) full-time Legal Assistant (2Y7B) position in the District Attorney's Office.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____(Date)

Tina Pruett

1/15/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/15/2020

Approve Recommendation of Director of Human Resources
 Disapprove Recommendation of Director of Human Resources
 Other: _____

Paul Reyes

(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 1/15/2020

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.29

NO. 22574
DATE 1/3/2020

Department District Attorney
Department No./ Budget Unit No. 0242 Org No. 2839 Agency No. 42

Action Requested: ADOPT Position Adjustment Resolution No. 22574 to adjust the positions within the District Attorneys Office to add one (1) full-time Legal Assistant (2Y7B) position.

Proposed Effective Date: 01/22/2020

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$93,233.00 Net County Cost \$0.00

Total this FY \$40,000.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT AB109

Department must initiate necessary adjustment and submit to CAO. Use additional sheet for further explanations or comments.

Jason Chan

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

1/15/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

ADOPT Position Adjustment Resolution No. 22574 to add one (1) full-time Legal Assistant (2Y7B) position in the District Attorney's Office.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [X] Day following Board Action.

[] _____(Date)

Tina Pruett

1/15/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/15/2020

[X] Approve Recommendation of Director of Human Resources

[] Disapprove Recommendation of Director of Human Resources

[] Other: _____

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED []

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

DATE January 21 2020

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: Diana Becton, District Attorney
Date: January 21, 2020

Subject: Increase the hours of one (1) Deputy District Attorney-Basic (2KTF)

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22573 to increase the hours of one (1) Deputy District Attorney - Basic (2KTF) (represented) position No. 3725 from part-time (20/40) to part-time (24/40) in the Office of the District Attorney.

FISCAL IMPACT:

This action has a current year fiscal impact of approximately \$9,300 which will be offset with salary savings from position vacancies.

BACKGROUND:

The recommended action will increase the hours of one (1) part-time position to address concerns related to capacity within the District Attorney's Office, and operations of the part-time position. Business needs of the department and duties inherent to the Deputy District Attorney position often require full day commitments to collaborate with outside entities and accommodate court schedules. Increasing the hours of the Deputy District Attorney position from part-time (20/40) to part-time (24/40) will permit the position to operate three (3) full days per week to address scheduling issue ad department demands.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Jason Chan, (925)
957-2234

cc: Jason Chan

CONSEQUENCE OF NEGATIVE ACTION:

Without this modification, the District Attorney's Office will be unable to address concerns related to the business needs of the department, duties inherent to the Deputy District Attorney position, and scheduling.

AGENDA ATTACHMENTS

P300 22573

MINUTES ATTACHMENTS

Signed P300 22573

POSITION ADJUSTMENT REQUEST

NO. 22573
DATE 12/4/2019

Department District Attorney
Department No./ Budget Unit No. 0242 Org No. 2805 Agency No. 42
Action Requested: ADOPT Position Adjustment Resolution No. 22573 to adjust a position within the District Attorney's Office to increase the hours of one (1) Deputy District Attorney - Basic (2KTF) (represented) positions (#3725) from part-time (20/40) to part-time (24/40).

Proposed Effective Date: 12/18/2019

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$17,000.00 Net County Cost \$17,000.00
Total this FY \$9,300.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jason Chan

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

1/8/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/9/2020

Increase the hours of one (1) Deputy District Attorney - Basic (2KTF) (represented) position No. 3725 from part-time (20/40) to part-time (24/40) in the Office of the District Attorney.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [x] Day following Board Action.
[] _____(Date)

Gladys Scott Reid

1/9/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/13/2020

[x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other: _____

Paul Reyes

(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 1/13/2020

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

NO. 22573
DATE 12/4/2019

Department District Attorney
Department No./ Budget Unit No. 0242 Org No. 2805 Agency No. 42

Action Requested: ADOPT Position Adjustment Resolution No. 22573 to adjust a position within the District Attorney's Office to increase the hours of one (1) Deputy District Attorney - Basic (2KTF) (represented) positions (#3725) from part-time (20/40) to part-time (24/40).

Proposed Effective Date: 12/18/2019

Classification Questionnaire attached: Yes [] No [X] / Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$17,000.00 Net County Cost \$17,000.00
Total this FY \$9,300.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT General Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jason Chan

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Paul Reyes

1/8/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/9/2020

Increase the hours of one (1) Deputy District Attorney - Basic (2KTF) (represented) position No. 3725 from part-time (20/40) to part-time (24/40) in the Office of the District Attorney.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [X] Day following Board Action.
[] (Date)

Gladys Scott Reid

1/9/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/13/2020

[X] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

Paul Reyes

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [X] DISAPPROVED [X]

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

DATE January 21 2020

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: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Add one (1) Clerk-Senior Level position in the Department of Conservation and Development

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22571 to add one (1) Clerk-Senior Level (JWXC) (represented) position at salary plan and grade 3RX 1033 (\$3,542 - \$4,524) in the Department of Conservation and Development.

FISCAL IMPACT:

Upon approval, this action will result in an annual cost of approximately \$83,215, of which \$14,112 is pension costs. Land development fees will fund the cost. This action has no impact to County General Fund.

BACKGROUND:

The Department of Conservation and Development (DCD) is requesting to add one (1) Clerk-Senior Level position to the Code Enforcement Section of the Building Inspection Division. With the reassignment of three (3) Building Inspector positions to Code Enforcement, there has been an increased workload for the Clerk that is assigned to Code Enforcement. For example, in FY 2017/2018, 914 code enforcement cases were opened. In FY 2018/2019, 1,325 code enforcement cases were opened. This was an increase of over 400 cases. With the strict timelines required for providing notices to impacted residents, it is important to have adequate clerical coverage to support the needs of the Code Enforcement section.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: June McHuen, Deputy

Contact: Arnai Maxey (925)
674-7876

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Failure to add a Clerk-Senior Level position will adversely impact the ability of DCD's Code Enforcement section to provide timely inspections and notices to County residents.

AGENDA ATTACHMENTS

P300 22571 Add 1 Clerk Senior Level in DCD Code Enforcement

MINUTES ATTACHMENTS

Signed P300 22571

POSITION ADJUSTMENT REQUEST

NO. 22571
DATE 12/10/2019

Department Conservation & Development Department No./
Budget Unit No. 0280 Org No. 2671 Agency No. 38
Action Requested: Add one (1) full-time Clerk – Senior Level (JWXC) (represented) position at salary plan and grade 3RX 1033 (\$3,542.749 - \$4,524.238) in the Conservation & Development Department.

Proposed Effective Date: 1/15/2020

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$83,215.00 Net County Cost \$0.00
Total this FY \$41,608.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Land Development Fees

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

John Kopchik

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

SS for Julie Enea

1/6/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/7/2020

Add one (1) full-time Clerk – Senior Level (JWXC) (represented) position at salary plan and grade 3RX 1033 (\$3,542.749 - \$4,524.238) in the Conservation & Development Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

Isabella Hersh

01/07/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/14/2020

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 1/14/2020

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.31

NO. 22571
DATE 12/10/2019

Department Conservation & Development
Department No./ Budget Unit No. 0280 Org No. 2671 Agency No. 38
Action Requested: Add one (1) full-time Clerk - Senior Level (JWXC) (represented) position at salary plan and grade 3RX 1033 (\$3,542.749 - \$4,524.238) in the Conservation & Development Department.

Proposed Effective Date: 1/15/2020

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$83,215.00 Net County Cost \$0.00
Total this FY \$41,608.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Land Development Fees

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

John Kopchik

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

SS for Julie Enea

1/6/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/7/2020

Add one (1) full-time Clerk - Senior Level (JWXC) (represented) position at salary plan and grade 3RX 1033 (\$3,542.749 - \$4,524.238) in the Conservation & Development Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [x] Day following Board Action.

[] (Date)

Isabella Hersh

01/07/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/14/2020

- [x] 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 [x] DISAPPROVED []

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

DATE January 21 2020

BY [Signature]

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: January 21, 2020

Subject: AUTHORIZE an amendment to lease with Santa Rosa Campway, Inc., Pacheco area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute an amendment to lease with Santa Rosa Campway, Inc., to extend the term of the lease from July 1, 2017 to June 30, 2021, for approximately 9,000 square feet of undeveloped County-owned land located at the northeast corner of Pacheco Boulevard at Blum Road, with no change to the monthly rental rate of \$800.

FISCAL IMPACT:

100% Local Road Funds.

BACKGROUND:

In 2015, the Board of Supervisors approved a lease between the County and Santa Rosa Campway, Inc., for use of the County-owned property located at the northeast corner of Pacheco Boulevard at Blum Road near 4999 Pacheco Boulevard. The property is intended to be used as part of a future widening of the interchange at Pacheco Boulevard and Blum Road. In the meantime, the tenant uses the property for the purpose of displaying camper shells and other truck accessories while providing revenue to the County.

The lease began July 1, 2015, and was originally for a two-year term. The lease is currently in holdover, on a month-to-month basis. The lease extension allows the tenant to have more confidence in its ability to operate its business from the Pacheco location through June 30, 2021.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Michael Serrano, 925.
957-2489

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If the lease extension is not approved, the lease will remain in effect on a month-to-month basis, unless terminated by either party with 30-days' notice. If the tenant elects to terminate the lease, the County will lose the revenue stream and will be responsible for maintaining the property.

ATTACHMENTS

Lease Amendment

First Amendment to Lease

Pacheco Boulevard at Blum Road
Pacheco, California

This first amendment to lease is dated January 21, 2020, and is between COUNTY OF CONTRA COSTA, a political subdivision of the State of California (the "County") and SANTA ROSA CAMPWAY, INC., ("Lessee").

Recitals

A. The County and Lessee are parties to a lease dated July 14, 2015 (the "Lease"), under which Lessee is leasing approximately 9,000 square feet of undeveloped land, located at the northeast corner of Pacheco Boulevard at Blum Road in Pacheco, California, as further described in the Lease (the "Premises").

B. On June 30, 2017, the parties agreed to extend the Lease on a month-to-month basis. The parties now desire to amend the Lease to extend the term through June 30, 2021.

The parties therefore agree as follows:

Agreement

1. Section 2. Term. is deleted in its entirety and replaced with the following:

Section 2. Term. The "Term" of this Lease is six years beginning July 1, 2015 and ending June 30, 2021. Either party may terminate this lease at any time by giving thirty days' notice to the other party.

2. All other terms of the Lease remain unchanged.

[Remainder of Page Intentionally Left Blank]

Landlord and County are signing this first amendment as of the date set forth in the introductory paragraph.

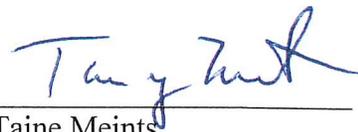
COUNTY OF CONTRA COSTA, a
political subdivision of the State of
California

SANTA ROSA CAMPWAY, INC.

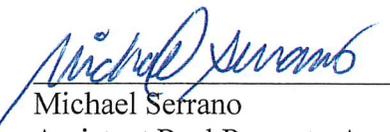
By: _____
Brian M. Balbas
Director of Public Works

By: 
Casey F. Meints
President

RECOMMENDED FOR APPROVAL:

By: 
Taine Meints
Controller

By: 
Jessica L. Dillingham
Principal Real Property Agent

By: 
Michael Serrano
Assistant Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: AUTHORIZE a lease with J. Mortz Limited Partnership for space at 3755 Alhambra Ave., Suite 9 & 10, Martinez for the Employment & Human Services Dept.

RECOMMENDATION(S):

APPROVE a lease with J. Mortz Limited Partnership for approximately 3,800 square feet of rentable office space for Employment and Human Services Department – Children’s Interview Center. The term of the lease is 5 years with two 2-year renewal terms. The annual rental payment for the first year is \$55,176 with annual increases thereafter.

AUTHORIZE the Public Works Director, or designee, to execute the lease and any renewal options.

FISCAL IMPACT:

The lease will obligate the County to pay rent in excess of approximately \$294,120 over the 5-year term of the lease. (100% General Fund)

BACKGROUND:

Employment and Human Services Department – Children’s Interview Center has been operating at this location since August 1, 2000. The County spent approximately \$350,000 on the tenant improvements required to modify this space into offices, a specialized children’s reception area, interview rooms, exam rooms, an additional entrance/exit for law enforcement/court officers separate from the front entrance, and associated audio/video equipment required

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Stacey Sinclair, 925.
957-2464

cc:

BACKGROUND: (CONT'D)

for the Children's Interview Center. Additionally, the landlord spent approximately \$140,000 on building improvements outside of the suites.

This new lease provides for the County's continued occupancy of the premises by EHSD.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the lease will result in having to relocate to another location at considerable expense.

CHILDREN'S IMPACT STATEMENT:

If the lease is not approved, the services provided for and on behalf of the children at EHSD-CIC would terminate.

ATTACHMENTS

Lease

LEASE

EMPLOYMENT AND HUMAN SERVICES DEPARTMENT
3755 ALHAMBRA AVENUE, SUITES 9 & 10
MARTINEZ, CA

This lease is dated January 21, 2020, and is between J. MORTZ LIMITED PARTNERSHIP (“**Lessor**”) and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California (“**County**”).

Recitals

- A. Lessor is the owner of the building located at 3755 Alhambra Avenue, Martinez, California (the “**Building**”). The Building consists of approximately 10,025 square feet.
- B. Lessor and County are parties to a lease dated August 15, 2000, as amended by a first amendment effective September 23, 2003, and a second amendment effective February 8, 2011 (the “**Original Lease**”), under which the County is leasing from Lessor that portion of the Building known as Suite 9 and Suite 10 (together, the “**Premises**”). The Premises consists of approximately 3,800 square feet of space. Both the Building and the Premises are shown on Exhibit A-1.
- C. Under the Original Lease, the County has non-exclusive use of 15 designated parking spaces for the Building, which are located in the parking lot of the Regency Plaza Apartments, 600 J Street, Martinez, California, as shown on Exhibit A-2 (such spaces, the “**Parking Spaces**”) as more particularly set forth in said lease.
- D. Lessor and County desire to replace the Original Lease with this lease. Upon the commencement of this lease, the Original Lease will terminate.

The parties therefore agree as follows:

Agreement

- 1. Lease of Premises. In consideration of the rents and subject to the terms herein set forth, Lessor hereby leases to County and County hereby leases from Lessor, the Premises. In addition, the County is granted continued use of the Parking Spaces in accordance with Section 7 below.
- 2. Term. The “**Term**” of this lease is comprised of an Initial Term and, at County’s election, Renewal Terms, each as defined below.
 - a. Initial Term. The “**Initial Term**” is five years, commencing on February 1, 2020 (the “**Commencement Date**”) and ending January 31, 2025.

b. Renewal Terms. County has two options to renew this lease for a term of two years for each option (each, a “**Renewal Term**”) upon all the terms and conditions set forth herein.

i. County will provide Lessor with written notice of its election to renew the Lease ninety days prior to the end of the Term. However, if County fails to provide such notice, its right to renew the Lease will not expire until fifteen working days after County’s receipt of Lessor’s written demand that County exercise or forfeit the option to renew.

ii. Upon the commencement of a Renewal Term, all references to the Term of this lease will be deemed to mean the Term as extended pursuant to this Section.

3. Rent. County shall pay rent (“**Rent**”) to Lessor monthly in advance beginning on the Commencement Date. Rent is payable on the tenth day of each month during the Initial Term and, if applicable, the Renewal Terms, in the amounts set forth below:

a. Initial Term.

<u>Months</u>	<u>Monthly Rent</u>
1-12	\$4,598
13-24	\$4,750
25-36	\$4,902
37-48	\$5,054
49-60	\$5,206

b. First Renewal Term.

<u>Months</u>	<u>Monthly Rent</u>
61-72	\$5,358
73-84	\$5,814

c. Second Renewal Term.

<u>Months</u>	<u>Monthly Rent</u>
85-96	\$5,966
97-108	\$6,118

Rent for any fractional month will be prorated and computed on a daily basis with each day’s rent equal to one-thirtieth (1/30) of the monthly Rent.

4. Additional Rent. In addition to the rent set forth above, County shall pay Lessor for the charges described below (collectively, “**Additional Rent**”). Lessor shall invoice County for Real Property Taxes and Insurance and payment of same is due within thirty days after receipt of the respective invoice. With regard to Maintenance and Repairs and

other CAM Charges, this Additional Rent shall be estimated annually “the estimate” and paid monthly as is more particularly set forth in Subsection 4. d. below. Any annual adjustment to CAM Charges, and payment of same is due within ninety days after the end of each calendar year during the Term. County has the right, exercisable upon reasonable prior written notice to Lessor, to inspect Lessor’s books and records relating to the amounts charged to County as Additional Rent. County shall cause any such inspection to occur within ninety days of receipt of the estimate or annual invoice. County may not withhold payment of the invoice until after the completion of such inspection; provided, however County is not required to pay an invoice that reflects manifest error.

- a. Proportionate Share. For purposes of this Lease, “**Proportionate Share**” means the ratio, expressed as a percentage, of the square feet of the Premises to the total square footage of the Building. As of the date of this Lease, the parties estimate that County’s Proportionate Share of the Building is 38%.
- b. Real Property Taxes. County’s Proportionate Share of the Real Property Tax Expense, as defined below.

“**Real Property Tax Expense**” means the amount of Real Property Taxes, as defined below, paid or incurred by Lessor in any calendar year (or portion thereof).

“**Real Property Taxes**” means and includes all taxes, assessments (amortized over the longest period available to Lessor) levied or assessed upon the Building and the real property upon which it is situated, any state or local business taxes or fees measured by or assessed upon gross rentals or receipts, and other governmental charges, general and special, including, without limitation, assessments for public improvements or benefits, that are, during the Term of this Lease, assessed, levied, and imposed by any governmental authority upon the Building. Real Property Taxes do not include any late fees or penalties, any municipal, county, state or federal net income, estate, succession, inheritance, sales, use or franchise taxes of Lessor or documentary transfer taxes, or tax increases of any kind in connection with the transfer, sale or change in ownership of all or part of the Building.

- c. Insurance. County’s Proportionate Share of the Insurance Expense, as defined below.

“**Insurance Expense**” means the amount of Insurance, as defined below, actually paid or incurred by Lessor in any calendar year (or portion thereof).

“**Insurance**” means the All Risk Property Insurance maintained by Lessor covering the Building and all improvements thereto for perils including fire and earthquake, if applicable, for an amount equal to full replacement cost; liability and other insurance that Lessor reasonably deems necessary on the Premises or that may be required by Lessor’s mortgagee, including, but not limited to, earthquake, and flood insurance.

- d. Maintenance and Repairs. County's Proportionate Share of the CAM Charges, as defined below.

"CAM Charges" means common area maintenance charges and includes (i) all actual costs and expenses incurred by Lessor to operate and maintain those areas within the Building, including the Building's entrances, walkways, sidewalks, lavatories, drives, parking facilities, exterior lighting, and other areas that are not leased or held for lease but are within or contiguous to or serving the Building and are necessary or desirable for the full use and enjoyment of the Premises (the "**Common Area**") to repair Common Area facilities when reasonably required and to clean, and remove trash from, the Common Area, (ii) all actual costs and expenses incurred by Lessor to maintain and repair all common areas, parking lots, sidewalks, driveways, all landscaped areas, and other areas that are used in common by the tenants or occupants of the Building, (iii) water, sewer and refuse collection services provided to all occupants of the Building, (iv) electrical services delivered to the Common Area, and (v) an elevator maintenance contract for routine elevator maintenance and repair. CAM Charges exclude the cost of Real Property Taxes and, both addressed hereinabove.

Notwithstanding any provision of this Lease to the contrary, Lessor and County acknowledge and agree that the following items are excluded from CAM Charges or other Additional Rent to be reimbursed or paid by County:

- i. Payments on any loans or ground leases affecting the Building.
- ii. Depreciation of any Building or any major systems of Building service equipment.
- iii. All costs and expenses associated with leasing to other tenants, including tenant improvements allowances, attorneys' fees, brokerage commissions, and architectural fees, if any.
- iv. Any cost incurred in complying with hazardous materials laws.
- v. Capital taxes, income taxes, corporate taxes, corporation capital taxes, excise taxes, profits taxes or other taxes personal to the Lessor.

Upon County's receipt of an invoice, which invoice must include a copy of the billing statement received by Lessor for such expense, County shall promptly make payment of same.

5. Use. County may use the Premises for the purpose of conducting various functions of County and any other purpose permitted by law.

6. Obligation to Pay Utilities. County shall pay for all gas and electric service provided to the Premises. Subject to Subsection 4.d. above, Lessor shall pay for all water, sewer and refuse collection services provided to the Premises.
7. Parking. County shall have nonexclusive use of the parking spaces at Regency Plaza Apartments as shown on Exhibit A-2 commencing at 7:05 a.m. until 7 p.m. Monday through Saturday. It is expressly understood that County employees will park in the parking spaces located in the parking lot of the Regency Plaza Apartments and will only park in parking spaces at the Building identified on Exhibit A-2 as "Customer Parking Only" if all parking spaces at the Regency Plaza Apartments are occupied. Any parking not permitted as described herein may result in ticketing, towing or both.
8. Maintenance and Repairs.
 - a. Roof and Exterior of Premises. Lessor shall keep the roof and exterior of the Premises in good order, condition, and repair, and shall maintain the structural integrity of the Building.
 - b. Interior of Premises. County shall keep and maintain the interior of the Premises in good order, condition and repair, but Lessor shall repair damage to the interior caused by its failure to maintain the exterior in good repair, including damage to the interior caused by roof leaks and/or interior and exterior wall leaks.
 - c. Utilities. County shall repair and maintain the electrical, lighting, water and plumbing systems in good order, condition and repair. County may request Lessor to perform this obligation and shall reimburse Lessor for all Lessor's expenses in performing any repairs and/or maintenance
 - d. HVAC. County shall maintain and repair the heating, ventilating, and air-conditioning (HVAC) system in the Premises in good order, condition and repair. County may request Lessor to perform this obligation and shall reimburse Lessor for all Lessor's expenses in performing any repairs and/or maintenance.
 - e. Services by Lessor. If County determines that the Premises are in need of maintenance, construction, remodeling or similar service beyond Lessor's responsibilities under this lease, then upon County's request, Lessor may agree to perform such service at County's expense. In performing the service, Lessor shall consult with County and may use either licensed insured contractors or employees of Lessor, whichever Lessor determines is more suitable. Lessor shall obtain County's prior written approval of the scope, terms, and cost of any such services. County may, by giving Lessor thirty (30) days prior written notice, change the level of service, terminate the service, or require that the service be performed by a different contractor. County shall pay to Lessor, as additional rent, one hundred percent (100%) of the actual cost of said service plus an additional fifteen percent (15%) for management, supervision and administration related to the service. County is aware that Lessor has contracted with Earl Dunivan Property Services to provide the

services described herein. County's payment for the services shall be made to Lessor or Earl Dunivan Property Services at P.O. Box 747, Martinez CA 94553.

9. Quiet Enjoyment. Provided County is in compliance with the material terms of this lease, Lessor shall warrant and defend County in the quiet enjoyment and possession of the Premises during the Term.
10. Subordination, Non-Disturbance and Attornment. If at any time Lessor has a loan that is secured by a lien of a mortgage or deed of trust encumbering the Building, Lessor shall cause the lender(s) holding such lien to execute and deliver to County a Subordination, Non-Disturbance and Attornment Agreement that is in substantial conformity with Exhibit B hereto.
11. Assignment and Sublease. Subject to Lessor's approval, which shall not be unreasonably withheld, County has the right to assign this lease or to sublease the Premises or any part thereof at any time during the Term.
12. Alterations; Fixtures and Signs. County may (i) make any lawful and proper minor alterations to the Premises and (ii) attach fixtures and signs ("**Attachments**") in or upon the Premises. Any Attachments will remain the property of County and may be removed from the Premises by County at any time during the Term. County is responsible for the cost of all alterations and Attachments. All alterations and Attachments are subject to Lessor's approval and must comply with existing code requirements.
13. Insurance.
 - a. Liability Insurance. Throughout the Term, County shall maintain in full force and effect, at its sole expense, a general self-insurance program covering bodily injury (including death), personal injury, and property damage, including loss of use. County shall provide Lessor with a letter of self-insurance affirming the existence of the aforementioned self-insurance program.
 - b. Self-Insurance Exclusion. County's self-insurance does not provide coverage for (i) areas to be maintained by Lessor under this lease, or (ii) negligence, willful misconduct, or other intentional act, error or omission of Lessor, its officers, agents, or employees.
14. Surrender of Premises. On the last day of the Term, or sooner termination of this lease, County shall peaceably and quietly leave and surrender to Lessor the Premises, along with their appurtenances and fixtures (except Attachments), all in good condition, ordinary wear and tear, damage by casualty, condemnation, act of God and Lessor's failure to make repairs required of Lessor excepted. County is not responsible for painting the Premises upon the expiration or earlier termination of this lease.

15. Waste, Nuisance. County may not commit, or suffer to be committed, any waste upon the Premises, or any nuisance or other act or thing that may disturb the quiet enjoyment of any other occupant of the Building.
16. Inspection. In the case of an emergency, as reasonably determined by Lessor, Lessor may enter the premises without prior notice to County, Otherwise, Lessor, or its proper representative or contractor, may enter the Premises by prior appointment between the hours of 9:00 a.m. and 4:30 p.m., Monday through Friday, holidays excepted, to determine that (i) the Premises is being reasonably cared for, (ii) no waste is being made and that all actions affecting the Premises are done in the manner best calculated to preserve the Premises, and (iii) County is in compliance with the terms and conditions of this lease.
17. Certified Access Specialist Inspection. As required under California Civil Code 1938 (e), Lessor states: A Certified Access Specialist (CASp) can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the subject premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the subject premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.
18. Perilous Conditions. If the County's Director of Public Works becomes aware of a perilous condition on the Premises that, in his or her opinion, substantially and significantly threatens the health and safety of County employees and/or invitees (a "**Perilous Condition**"), the Director of Public Works, or his or her designee, will immediately notify Lessor of such Perilous Condition and Lessor shall use best efforts to immediately eliminate the Perilous Condition.

Lessor shall immediately address any condition reasonably constituting an emergency, whether Lessor learns of the condition through County or otherwise.

19. Destruction. If damage occurs that causes a partial destruction of the Premises during the Term from any cause and repairs can be made within one hundred and twenty days from the date of the damage under the applicable laws and regulations of governmental authorities, Lessor shall repair the damage promptly. Such partial destruction will not void this lease, except that County will be entitled to a proportionate reduction in Rent while such repairs are being made. The proportionate reduction in Rent will be calculated by multiplying Rent by a fraction, the numerator of which is the number of square feet that are unusable by County and the denominator of which is the total number of square feet in the Premises.

If repairs cannot be made in one hundred and twenty days, County will have the option to terminate the lease or request that Lessor make the repairs within a reasonable time, in which case, Lessor will make the repairs and Rent will be proportionately reduced as provided in the previous paragraph.

This lease will terminate in the event of a total destruction of the Building or the Premises.

20. Hazardous Material. Lessor warrants to County that Lessor does not have any knowledge of the presence of Hazardous Material (as defined below) or contamination of the Building or Premises in violation of environmental laws. Lessor shall defend, save, protect and hold County harmless from any loss arising out of the presence of any Hazardous Material on the Premises that was not brought to the Premises by or at the request of County, its agents, contractors, invitees or employees. Lessor acknowledges and agrees that County has no obligation to clean up or remediate, or contribute to the cost of clean-up or remediation, of any Hazardous Material unless such Hazardous Material is released, discharged or spilled on or about the Premises by County or any of its agents, employees, contractors, invitees or other representatives. The obligations of this Section shall survive the expiration or earlier termination of this lease.

“Hazardous Material” means any substance, material or waste, including lead based paint, asbestos and petroleum (including crude oil or any fraction thereof), that is or becomes designated as a hazardous substance, hazardous waste, hazardous material, toxic substance, or toxic material under any federal, state or local law, regulation, or ordinance.

21. Indemnification.

- a. County. County shall defend, indemnify and hold Lessor harmless from 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, caused by the willful misconduct or the negligent acts, errors, or omissions of County, its officers, agents or employees in using the Premises pursuant to this lease, or the County’s performance under this lease, except to the extent caused or contributed to by (i) the structural, mechanical, or other failure of buildings owned or maintained by Lessor, and/or (ii) the negligent acts, errors, or omissions of Lessor, its officers, agents, or employees.
- b. Lessor. Lessor shall defend, indemnify and hold County harmless from Lessor’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, caused by the willful misconduct or the negligent acts, errors or omissions of Lessor, its officers, agents, employees, with respect to the Premises, or Lessor’s performance under this lease, or the Lessor’s performance, delivery or supervision of services at the Premises, or by the structural, mechanical or other failure of buildings owned or maintained by Lessor, except to the extent caused or contributed to by the negligent acts, errors, or omissions of County, its officers, agents, or employees.

22. Default.

The occurrence of any of the following events is a default under this lease:

a. County.

- i. County's failure to pay Rent within ten business days after receipt of a written notice of failure (a "Notice") from Lessor to County; provided, however, that County will have additional time if its failure to pay Rent is due to circumstances beyond its reasonable control, including, without limitation, failure of the County's Board of Supervisors to adopt a budget. In no event may such additional time exceed seventy-five days from receipt of a Notice.
- ii. County's failure to comply with any other material term or provision of this lease if such failure is not remedied within thirty days after receipt of a Notice from Lessor to County specifying the nature of the breach in reasonably sufficient detail; provided, however, if such default cannot reasonably be remedied within such thirty day period, then a default will not be deemed to occur until the occurrence of County's failure to comply within the period of time that may be reasonably required to remedy the default, up to an aggregate of ninety days, provided County commences curing such default within thirty days and thereafter diligently proceeds to cure such default.

- b. Lessor. Lessor's failure to perform any obligation under this lease if such failure is not remedied within thirty days after receipt of a Notice from County to Lessor specifying the nature of the breach in reasonably sufficient detail; provided, however, if such breach cannot reasonably be remedied within such thirty day period, then a default will not be deemed to occur until the occurrence of Lessor's failure to perform within the period of time that may be reasonably required to remedy the breach, up to an aggregate of ninety days, provided Lessor commences curing such breach within thirty days and thereafter diligently proceeds to cure such breach.

23. Remedies.

- a. Lessor. Upon the occurrence of a default by County, Lessor may, after giving County written notice of the default, and in accordance with due process of law, reenter and repossess the Premises and remove all persons and property from the Premises.
- b. County. Upon the occurrence of a default by Lessor, County may (i) terminate this lease by giving written notice to Lessor and quit the Premises without further cost or obligation to County or (ii) proceed to repair or correct the failure and, at County's option, either deduct the cost thereof from Rent due to Lessor, or invoice Lessor for the cost of repair, which invoice Lessor shall pay promptly upon receipt.

24. Notices. Any notice required or permitted under this lease shall be in writing and sent by facsimile with written transmission confirmation, overnight delivery service or registered or certified mail, postage prepaid and directed as follows:

To Lessor: J. Mortz Limited Partnership
C/o Earl Dunivan & Associates, Ltd.
615 Escobar Street
Martinez, CA 94553
Facsimile: (925) 228-3789

To County: Real Estate Manager
Contra Costa County
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Facsimile: (925) 646-0288

Either party may at any time designate in writing a substitute address for that set forth above and thereafter notices are to be directed to such substituted address. If sent in accordance with this Section, all notices will be deemed effective (i) upon confirmed facsimile transmission, (ii) the next business day, if sent by overnight courier and (iii) three days after being deposited in the United States Postal system.

25. Successors and Assigns. This lease binds and inures to the benefit of the heirs, successors, and assigns of the parties hereto.
26. Holding Over. Any holding over after the Term of this lease is a tenancy from month to month and is subject to the terms of this lease.
27. Time is of the Essence. In fulfilling all terms and conditions of this lease, time is of the essence.
28. Governing Law. The laws of the State of California govern all matters arising out of this lease.
29. Severability. In the event that any provision herein contained is held to be invalid or unenforceable in any respect, the validity and enforceability of the remaining provisions of this lease will not in any way be affected or impaired.
30. Entire Agreement; Construction; Modification. Neither party has relied on any promise or representation not contained in this lease. All previous conversations, negotiations, and understandings are of no further force or effect. This lease is not to be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. This lease may be modified only by a writing signed by both parties.

The parties are executing this lease on the date set forth in the introductory paragraph.

COUNTY OF CONTRA COSTA, a
political subdivision of the State of
California

J. MORTZ LIMITED PARTNERSHIP

By: _____
Brian M. Balbas
Director of Public Works

By: _____
Earl Dunivan and Associates, LLC
General Partner
Earl Dunivan, Manager

RECOMMENDED FOR APPROVAL:

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Stacey Sinclair
Senior Real Property Agent

APPROVED AS TO FORM
SHARON L. ANDERSON, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

\\PW-DATA\grpdata\realprop\LeaseMgt\Stacey Sinclair\3755 Alhambra_Suite 9 and 10_Martinez_T00605\3755 Alhambra Avenue Suite Stes 9
and 10_final.docx

EXHIBIT A-1

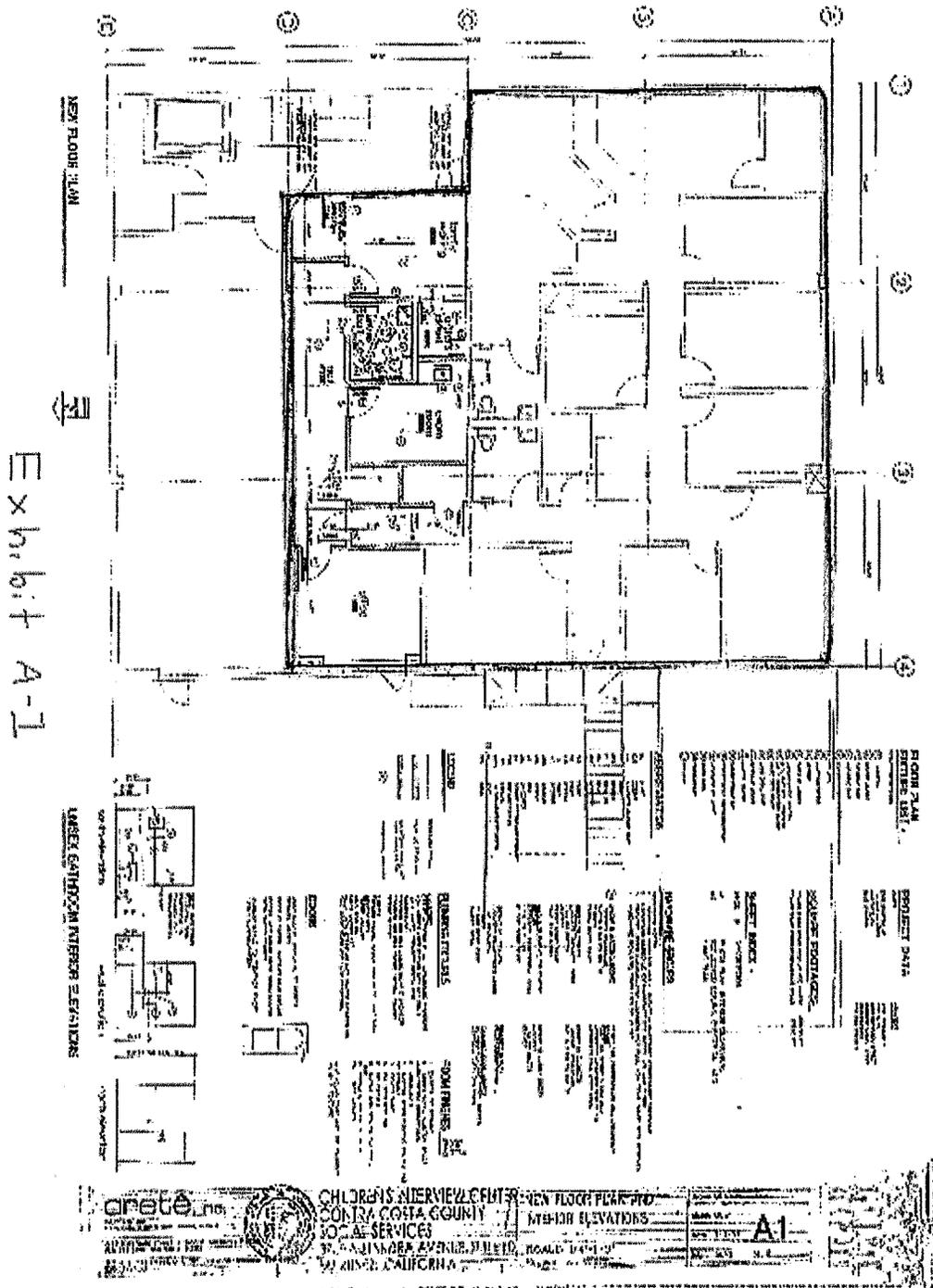
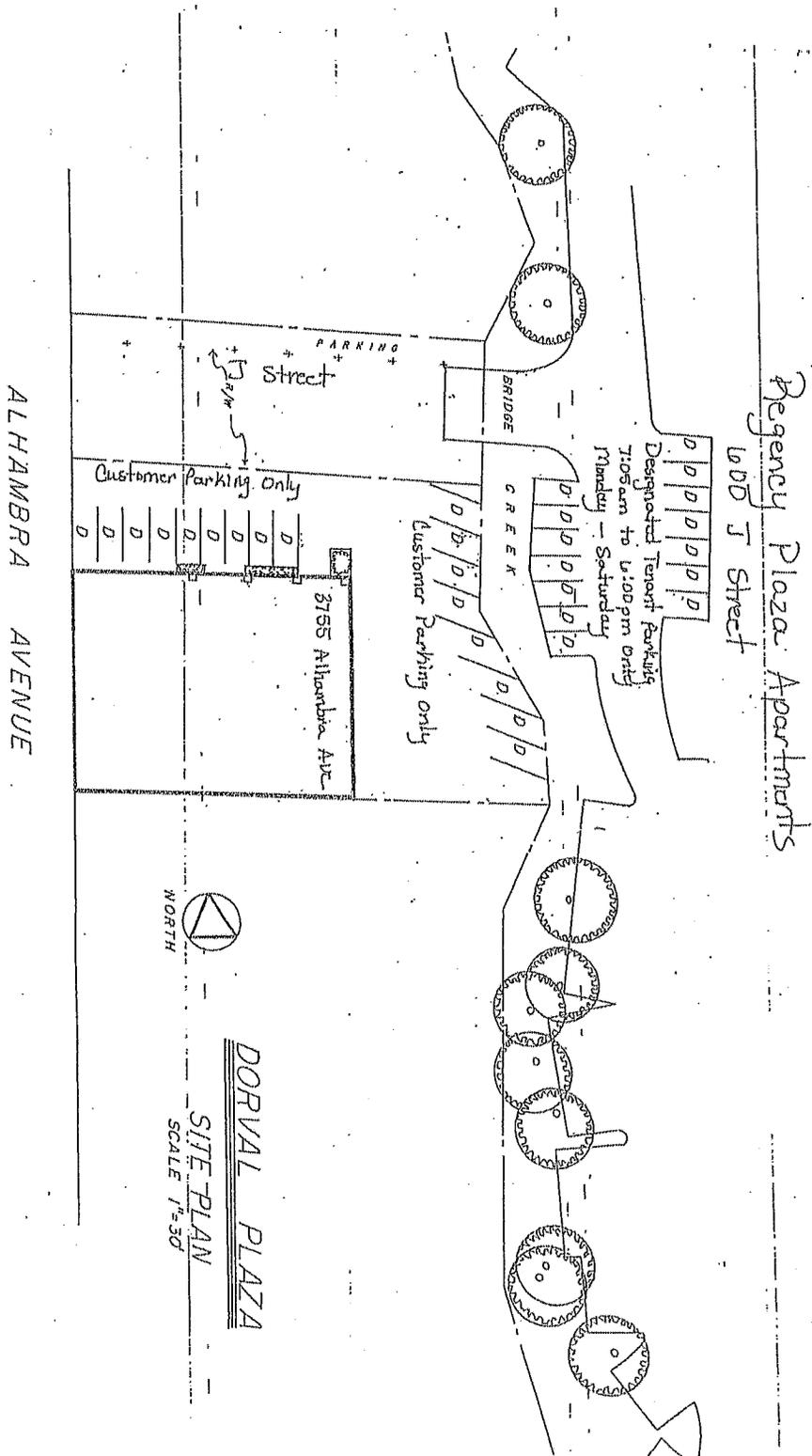


EXHIBIT A-2





**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Submission of Grant Application #28-908 to Kaiser Permanente, Community Benefit Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to submit an application on behalf of the County to Kaiser Permanente, Community Benefit Program, to pay the County an amount not to exceed \$300,000 for the Health, Housing and Homeless Services Division to improve health equity across the Homeless Crisis Response System Project (Project), for the period from January 1, 2020 through December 31, 2020.

FISCAL IMPACT:

Submission of this application will result in an amount not to exceed \$300,000 in funding from Kaiser Permanente to support County's Project. (No County match is required)

BACKGROUND:

This Project will build capacity to serve all Contra Costa residents experiencing homelessness and improve the health equity across the system through data-driven and evidenced-based approach to data collection and evaluation, and system and project level monitoring. The Project goals will be to develop the tools necessary to better measure the impact of the Project on consumers and the community's larger homelessness challenge, and to better equip the County's homeless system of care to address health equity.

Approval to submit this application will allow County to receive funds to support the Project through December 31, 2020.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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 application is not approved, the County will not receive funding to support the Project.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Agreement #28-907 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 Agreement #28-907 (State #19-10752) with the California Department of Public Health, in an amount payable to County not to exceed \$1,503,677, for the California Injury and Violence Prevention Program Overdose Prevention Initiative, for the period from January 1, 2020 through August 31, 2022.

FISCAL IMPACT:

Approval of this Agreement will result in an amount not to exceed \$1,503,677 from the California Department of Public Health for the Overdose Prevention Initiative through August 31, 2022. No County funds are required.

BACKGROUND:

The goal of Overdose Prevention Initiative is to reduce rates of prescription drug abuse, misuse and overdose which is a significant public health issue in California. This grant will allow Contra Costa County to provide services directly to the public to help reduce drug-overdose deaths by conducting public education and community outreach on the dangers of opioid use/abuse, safe storage, and safe disposal of prescription medicines. These services shall be performed in collaboration with local Emergency Medical Services and 911 transport agencies.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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)

Under this Agreement #28-907 the County will receive funding for the Overdose Prevention Initiative, through August 31, 2022. This Agreement includes agreeing to indemnify and hold harmless the State for claims arising out of County's performance under this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not be able to reduce the rate of fatal overdoses from opioid drug users in Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Interagency Agreement with San Ramon Valley Fire Protection District

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute an Interagency Agreement with San Ramon Valley Fire Protection District, a California Special District, in an amount not to exceed \$13,524 for the County to provide services to retrofit 99 existing light fixtures to LED at San Ramon Fire Protection District Station 38 for the period January 21, 2020 through January 21, 2021, San Ramon area.

FISCAL IMPACT:

Costs related to this agreement will be charged to Facilities Maintenance and reimbursed by San Ramon Valley Fire Protection District.

BACKGROUND:

San Ramon Valley Fire Protection District, a California Special District organized and existing under the Fire Protection District Law of 1987, would like to contract County services to provide retrofit of 99 existing light fixtures to LED at Station 38 located at 1600 Bollinger Canyon Road, San Ramon, CA 94583.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not perform the LED light retrofit services for San Ramon Valley Fire District.

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

Action of Board On: **01/21/2020** 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: January 21, 2020
 David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Kevin Lachapelle, (925)
 313-7082

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: California Employment Development Department - Employment Training Panel Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Workforce Development Board of Contra Costa County, to execute a contract with modified indemnification language with the State of California Employment Development Department, Employment Training Panel in an amount not to exceed \$200,240 to support training programs for careers in the health care professions for the period October 1, 2019 through September 30, 2021.

FISCAL IMPACT:

County to receive an amount not to exceed \$200,240 from California Employment Development Department, Employment Training Panel. Funding is 100% State, with no County match requirement.

BACKGROUND:

The California Employment Development Department, Employment Training Panel (ETP) provides funding to employers to assist in upgrading the skills of their workers through training that leads to good paying, long term jobs. The ETP was created in 1982 by the State of California Legislature and funded by California employers through a special payroll tax.. The ETP is a funding agency not a training agency.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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)

The ETP funds recipients, such as the County, determine their training needs and how to provide that training.

In Contra Costa County, training will be provided at Workforce Development Board training sites located in Contra Costa County including Kaiser facilities. The training: Individuals seeking to enter the Kaiser training program would normally be expected to contribute to their training costs. With the support of the ETP funds, Kaiser will cover the cost of the training and ETP funds will reimburse Kaiser for all individuals who successfully complete the training. The estimated number of trainees is 40 individuals.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, the Workforce Development Board of Contra Costa County could not strategically support their efforts for training to individuals seeking careers in the health care professions.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: California Governor's Office of Emergency Services, County Victim Services Program Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to accept a grant in the amount of \$411,724 from California Governor's Office of Emergency Services, County Victim Services Program for the Elder Abuse Prevention Project for the period January 1, 2020 through December 31, 2020.

FISCAL IMPACT:

County to receive an amount not to exceed \$411,724 from the California Governor's Office of Emergency Services, County Victim Services Program, which is entirely Federal funds. There is a 25%, \$102,931, required cash County match.

BACKGROUND:

The goal of the Elder Abuse Prevention Project is to bridge the gap in services addressing elder abuse by providing direct services to elders. The project focuses where direct service is most required: financial abuse, case management, and counseling services. The project is supported through the Victims of Crime Act.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, services to the older population for elder abuse prevention project services cannot be maintained or expended.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Elaine Burres
608-4960

cc:



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: January 21, 2020

Subject: State of California Office of Traffic Safety Grant

RECOMMENDATION(S):

ADOPT Resolution No. 2020/16 authorizing the Sheriff-Coroner, or designee, to apply for and accept a grant from the California Office of Traffic Safety in an initial amount of \$408,854 for the Sheriff's Forensic Services Unit to purchase a Liquid Chromatography-Tandem Mass Spectrometry Instrument beginning October 1, 2020 to the end of the grant period.

FISCAL IMPACT:

Initial revenue of \$408,854, 100% State funds.

BACKGROUND:

The Contra Costa County Office of the Sheriff-Forensic Services Division (FSD) will use monies from the Office of Traffic Safety Grant FFY2019 to purchase a liquid chromatography-tandem mass spectrometry (LC-MS/MS) instrument. The FSD is an accredited crime laboratory providing forensic services to more than 20 law enforcement agencies in the County. The LC-MS/MS instrument will enable the laboratory to provide more meaningful information on driving under the influence of drugs (DUID) and drug facilitated sexual assault (DFSA) cases without the need for outside testing. The toxicology requires this equipment to keep pace with current and future legislation and drug trends.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Sandra Brown
925-335-1553

cc:

BACKGROUND: (CONT'D)

On January 1, 2014, changes to driving under the influence laws (Sections 23152 and 23153 of the Vehicle Code) went into effect. With the prevalence of drivers driving under the influence on California roads and highways rising, these changes were implemented in efforts for law enforcement to identify and ultimately increase the prosecution of drug impaired driving cases. The section (e) that became operative on January 1, 2014 makes it unlawful for a person who is under the influence of any drug to drive a motor vehicle; this not only includes illegal narcotics and stimulants, but also even legal prescriptions, herbs, and over-the-counter drugs.

In November 2016, California passed Proposition 64 (Adult Use of Marijuana Act) that allows adults age 21 and over to possess, transport, purchase, consume and share up to one ounce of marijuana and eight grams of marijuana concentrates. There has been an influx of marijuana analysis requests for “DUID” cases.

Recently there has been increased forensic and public safety interest in newer or “emerging drugs” inclusive of fentanyl analogs, designer benzodiazepines, synthetic cannabinoids and “bath salts”; a LC-MS/MS would enable the crime laboratory to increase the variety of drugs that can be tested. This information will provide a comprehensive report to police agencies and the District Attorney’s Office for prosecution purposes.

The project objectives includes the purchase and installation of new LC-MS/MS instrument hardware and software which will be supported by the manufacturer. The anticipated outcomes of the LC-MS/MS instrumentation include providing more meaningful information on driving under the influence of drugs (DUID) and drug facilitated sexual assault (DFSA) cases to law enforcement and increasing the variety of drugs tested at the crime laboratory.

CONSEQUENCE OF NEGATIVE ACTION:

The crime laboratory currently provides limited toxicology analysis which does not meet the needs of client agencies. The current instrumentation is not adequate for current legislation related to driving under the influence of drugs or potential drug laws in the future. The unit is limited in the scope of drugs that can be tested due to limited availability of instrumentation. To meet the needs of law enforcement agencies, many requests for analysis must be sent to an accredited outside laboratory. Any analysis performed by an outside laboratory creates an increased burden and cost to Contra Costa County law enforcement agencies and the District Attorney’s Office if the case is prosecuted.

AGENDA ATTACHMENTS

Resolution 2020/16

MINUTES ATTACHMENTS

Signed Resolution No. 2020/16

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 by the following vote:

John Gioia
Candace Andersen
AYE: **Diane Burgis**
Karen Mitchoff
Federal D. Glover

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2020/16

IN THE MATTER OF: Applying for and Accepting a grant from the California Office of Traffic Safety.

WHEREAS the County of Contra Costa is seeking funds available through the State of California Office of Traffic Safety.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining State financial assistance including grant modifications and extensions provided by the State of California Office of Traffic Safety Grant .

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

ATTESTED: January 21, 2020

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

Contact: Sandra Brown 925-335-1553

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 01/21/2020 by the following vote:

John Gioia
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2020/16

IN THE MATTER OF: Applying for and Accepting a grant from the California Office of Traffic Safety.

WHEREAS the County of Contra Costa is seeking funds available through the State of California Office of Traffic Safety.

NOW, THEREFORE IT BE RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining State financial assistance including grant modifications and extensions provided by the State of California Office of Traffic Safety Grant .

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

ATTESTED: January 21, 2020

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

Laura Cassell

By: Laura Cassell, Deputy

Contact: Sandra Brown 925-335-1553

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: Deborah R. Cooper, Acting Clerk-Recorder
Date: January 21, 2020

Subject: Approval of Amendment to Secretary of State Grant Contract #18G30107

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Acting Clerk-Recorder, or designee, to execute a contract amendment with the California Secretary of State, to extend the term from June 30, 2021 through June 30, 2022 and increase the maximum amount payable to the County by \$2,391,436 to a new payment limit of \$6,038,436, to provide partial reimbursement of past and future costs of voting and elections management systems.

FISCAL IMPACT:

The contract amendment increases the maximum potential reimbursement of County voting and elections management systems costs from 50% to 75% or \$6,038,436 (\$5,470,500 for voting systems and \$567,936 for elections management systems replacement).

The reimbursable portion of the County's 2018 voting system purchase was \$4.1 million and we anticipate an additional purchase of two high-speed scanners this fiscal year at an estimated cost of \$400,000. The Division expects to claim reimbursement of at least \$3.3 million in this fiscal year, \$2.5 million of which is included in our current budget. The remainder of the allocation will be available to reimburse future purchases through the end of the contract term (2022). Excess receipts will be credited to the Elections Capital Reserve Account (General Fund) to provide for future voting system needs.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Scott O. Konopasek,
335-7808

cc:

BACKGROUND:

The County purchased the Dominion Democracy Suite voting system in early 2018 at a cost of \$4,496,500, including one year of maintenance and three years of ballot box storage. In February 2019, the Board of Supervisors authorized the Clerk-Recorder to execute a contract with the California Secretary of State providing 50% reimbursement of past and future voting system replacement costs up to \$3,647,000, through June 30, 2021.

This contract amendment increases the maximum State reimbursement to 75% of costs up to \$6,038,436 and extends the reimbursement period by one year through June 30, 2022. The Elections Division will be submitting a request to the State for reimbursement for the County's 2018 voting system purchase once the State contract amendment is approved, and seek additional reimbursement for future related costs as permitted by the contract.

CONSEQUENCE OF NEGATIVE ACTION:

Should the County not execute the grant contract amendment, the County would be eligible to claim only 50% State reimbursement of voting system purchases rather than the 75% reimbursement provided in the amendment. Moreover, the County would not be eligible to be reimbursed for elections management system replacement.



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: January 21, 2020

Subject: California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant

RECOMMENDATION(S):

ADOPT Resolution No. 2020/19 approving and authorizing the Sheriff-Coroner or designee, to apply for and accept a California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant in an initial allocation of \$100,000 for the abatement of abandoned vessels and the vessel turn in program on County waterways for the period beginning October 1, 2019 through the end of the grant funding availability.

FISCAL IMPACT:

\$100,000; 90% State, 10% In kind match (Budgeted).

BACKGROUND:

The California Division of Boating and Waterways (DBW) is prepared to award Surrendered and Abandoned Vessel Exchange grant to the Office of the Sheriff to assist the Sheriff's Marine Patrol with the removal of abandoned vessels and water hazards. The funding provided by this grant will enable the Marine Patrol Unit to remove abandoned vessels and identified hazards to vessel navigation in a continued effort to protect life and property on the waterways within Contra Costa County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Sandra Brown
925-335-1553

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Negative action will result in the loss of State funding designed to significantly increase the safety and security of persons and property on the waterways within Contra Costa County.

AGENDA ATTACHMENTS

Resolution 2020/19

MINUTES ATTACHMENTS

Signed Resolution No. 2020/19

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/19

IN THE MATTER OF: Applying for and Accepting the FY 2019/2020 California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant.

WHEREAS, the County of Contra Costa is seeking funds available through the California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any action necessary for the purpose of obtaining financial assistance including grant modifications and extensions provided by the State of California for the Surrendered and Abandoned Vessel Exchange Grant.

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

ATTESTED: January 21, 2020

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

Contact: Sandra Brown 925-335-1553

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 01/21/2020 by the following vote:

John Gioia
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2020/19

IN THE MATTER OF: Applying for and Accepting the FY 2019/2020 California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant.

WHEREAS, the County of Contra Costa is seeking funds available through the California Division of Boating and Waterways Surrendered and Abandoned Vessel Exchange Grant;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors: Authorizes the Sheriff-Coroner, Undersheriff or the Sheriff's Chief of Management Services, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any action necessary for the purpose of obtaining financial assistance including grant modifications and extensions provided by the State of California for the Surrendered and Abandoned Vessel Exchange Grant.

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

ATTESTED: January 21, 2020

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

Laura Cassell
By: Laura Cassell, Deputy

Contact: Sandra Brown 925-335-1553

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment Agreement #28-389-2 with the Regents of the University of California, on behalf of its San Francisco Campus

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment Agreement #28-389-2 with the Regents of the University of California, on behalf of its San Francisco Campus, to amend Grant Agreement #28-389-1, to increase amount payable to the County by \$78,750, from \$75,000 to a new amount not to exceed \$153,750, and to extend the termination date from August 31, 2019 to August 31, 2020, for the Area Health Education Center (AHEC) Scholars Program to provide online training, experiential activities and mentorship to health professional students.

FISCAL IMPACT:

Approval of this Amendment Agreement will allow the County to receive an additional amount not to exceed \$78,750 from the Regents of the University of California, on behalf of its San Francisco Campus. No County match is required.

BACKGROUND:

The AHEC Scholars Program provides meaningful work-based learning experiences and relevant community-based projects to college and pre-professional students to become a diverse and culturally competent health workforce. The AHEC Scholars Program will provide participants with the

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Anna Roth,
925-957-5403

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

community-health focus needed to enhance their education and career goals and introduce them to a variety of Contra Costa Health Services career pathway opportunities and agency partners.

On April 9, 2019, the Board of Supervisors approved Grant Agreement #28-389-1 to receive funds from the Regents of the University of California, on behalf of its San Francisco Campus for the AHEC Scholars Program, through August 31, 2019.

Approval of Amendment Agreement #28-389-2 will allow the County to receive additional funds for the AHEC Scholars Program through August 31, 2020. This contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment agreement is not approved, County will not receive additional funding and without such funding, the AHEC Scholars Program would not continue.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

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 \$96,000 to a new payment limit of \$296,000 for the purchase of liquid medical oxygen for the Contra Costa Regional Medical Center (CCRMC), and the Contra Costa Health Centers with no change in the original term of October 15, 2015 through December 31, 2020.

FISCAL IMPACT:

100% funded by the Hospital Enterprise Fund I.

BACKGROUND:

Matheson Tri-Gas, Inc., provides liquid oxygen for the CCRMC. Additional funds are needed as their prices have increased significantly since this Purchase Order was initiated in 2015.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, then the CCRMC cannot perform procedures that require the patients to have oxygen.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5741



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Contract #25-084 with Contra Costa Interfaith Transitional Housing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-084 with Contra Costa Interfaith Transitional Housing, Inc., a non-profit corporation, in an amount not to exceed \$500,000 to provide wraparound case management and rapid re-housing services for homeless transition aged youth (TAY) in Contra Costa County to achieve self-sufficiency and housing stability, for the period January 1, 2020 through June 30, 2021.

FISCAL IMPACT:

This Contract is funded 100% by the Homeless Emergency Aid Program (HEAP) State Grant.

BACKGROUND:

This Contract meets the social needs of County's population by providing support services to Contra Costa County TAY who are homeless, including case management, benefits advocacy, employment services, job training and education services, and short-term rental assistance.

Under Contract #25-084, Contractor will provide wraparound case management and rapid re-housing services for homeless TAY in Contra Costa County to achieve self-sufficiency and housing stability for the period January 1, 2020 through June 30, 2021.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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 contract is not approved, homeless TAY in Contra Costa County will not receive the housing assistance services provided by Contractor.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "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: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: Caregiver Appreciation Recognition Event

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Concord Hotel LLC, dba Crowne Plaza Concord/Walnut Creek, in an amount not to exceed \$6,000 to provide the facility for the Foster Parent Recognition Support Program, Caregiver Appreciation Recognition event scheduled for May 13, 2020.

FISCAL IMPACT:

The facility rental charge is up to \$6,000 funded from AB 2129 Foster Parent Training and Recruitment room space, as stated in County Fiscal Letter (CDL) 97/98-26. Funding is 50% Federal and 50% State.

BACKGROUND:

California Department of Social Services (CDSS) works in collaboration with California Welfare Directors Association (CWDA) Finance Advisory Committee. CDSS authorizes recognition events coordinated by counties to recognize the achievements of current foster parents, help retain their valuable services, and recruit potential parents.

Recognition events are allowable under 45 Code of Federal Regulations (CFR) 1856.60(c)(2)(vii). Effective September 1997, counties may claim the allowable foster parent recruitment costs

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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)

using AB 2129 Foster Parent Recruitment as stated in CFL 97-98-26.

On May 13, 2020, Employment and Human Services, Children and Family Services Bureau, will host a caregiver appreciation event for kin and non-kin caregivers (foster parents and caregivers). Provision of food and beverages during the recognition event is allowable under the CDSS State allocation funds set for "caregiver appreciation" activities.

The contract for the event includes language that requires the County to indemnify Crowne Plaza Hotel Concord for injuries or damage caused by attendees during the event.

CONSEQUENCE OF NEGATIVE ACTION:

Not hosting the requested event would inhibit the County's ability to attract and retain current and prospective foster parents for Employment and Human Services Department (EHSD). With various child welfare regulations impacting the Continuum of Care Reform and Resource Family Approval, it is essential EHSD maintains and finds foster parents to open their homes for the County's vulnerable, at risk, and needy youth to avoid and prevent manifestation of mental, physical and social issues (i.e. homelessness, health concerns).



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Contract Amendment with Environmental Science Associates for Environmental Impact Report Preparation Services for the Bayview Residential Project

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Conservation and Development, or designee, to execute a contract amendment with Environmental Science Associates (ESA) to extend the term of contract #C45921 from February 7, 2020 to August 7, 2021, with no change to the payment limit of \$228,858, for providing continued service to complete the Environmental Impact Report for the Bayview Residential Project (County File #SD04-8809).

FISCAL IMPACT:

No impact to the County General Fund. The contract is funded 100% by the applicant.

BACKGROUND:

In February of 2017, the Department of Conservation and Development (DCD) entered into a contract with ESA to provide technical assistance and services to DCD related to the Bayview Residential Project. This amendment will allow the contractor to continue to prepare the Environmental Impact Report for the project.

CONSEQUENCE OF NEGATIVE ACTION:

If the proposed contract amendment is not approved, the contractor would not be able to complete the Environmental Impact Report.

CHILDREN'S IMPACT STATEMENT:

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Gary Kupp, (925)
674-7799

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Contract #23-667 with Jorge Pena (dba Jorge Pena Consulting)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-667 with Jorge Pena (dba Jorge Pena Consulting), an individual, in an amount not to exceed \$320,000 to provide consultation, system planning, and project management for County's Health Services Department's Information Systems Unit, for the period January 1, 2020 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I.

BACKGROUND:

Under Contract #23-667, Contractor will provide consultation, technical support, training, system planning, and project management regarding the Department's information systems, including the Behavioral Health billing system and Contra Costa Health Plan's Utilization Review and Hospital billing system for County's Health Services Department's Information Systems Unit, for the period from January 1, 2020 through December 31, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Pat Godley,
925-957-5405

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not have access to the contractor's expertise in data analytics consulting and technical assistance to support the Health Services Department's Information Systems Unit.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Contract with Kinetics Mechanical Service, Inc., a California Corporation, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Kinetics Mechanical Service, Inc., a California Corporation, in an amount not to exceed \$2,000,000, to provide on-call plumbing maintenance services, for the period February 1, 2020 through January 31, 2023, Countywide.

FISCAL IMPACT:

All costs associated with this contract will not exceed \$2,000,000 and will be funded by Facilities Maintenance Funds. (100% General Fund)

BACKGROUND:

Public Works Facilities Services is responsible for plumbing maintenance and service for all County buildings and facilities. Based on current Facilities Services staffing, plumbing work is sublet to outside vendors to meet emergencies or unanticipated maintenance service requests. Original bid on Bidsync #1909-366, Kinetics Mechanical Service, Inc., was 1 of 2 vendors awarded for this work.

Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Facilities Services is requesting a contract with Kinetics Mechanical Service, Inc. to be approved for a period covering the next three years.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Kevin Lachapelle
925-313-7082

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Facilities Services may not be able to respond to maintenance requests in a timely manner.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: Contract with Matrix HG, Inc., a California Corporation, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Matrix HG, Inc., a California Corporation, in an amount not to exceed \$2,000,000, to provide on-call plumbing maintenance services, for the period February 1, 2020 through January 31, 2023, Countywide.

FISCAL IMPACT:

All costs associated with this contract will not exceed \$2,000,000 and will be funded by Facilities Maintenance Funds (100% General Fund).

BACKGROUND:

Public Works Facilities Services is responsible for plumbing maintenance and service for all County buildings and facilities. Based on current Facilities Services staffing, plumbing work is sublet to outside vendors to meet emergencies or unanticipated maintenance service requests. Original bid on Bidsync #1909-366, Matrix HG, Inc., was 1 of 2 vendors awarded for this work.

Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Facilities Services is requesting a contract with Matrix HG, Inc. to be approved for a period covering the next three years.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Kevin Lachapelle, (925)
313-7082

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Facilities Services may not be able to respond to maintenance requests in a timely manner.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: APPROVE a Purchase Order with Southern Counties Fuels

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, on behalf of the Public Works Director, to execute a purchase order with Southern Counties Fuels in an amount not to exceed \$1,300,000.00 for fuel for the period of February 1, 2020 through January 31, 2021, Countywide.

FISCAL IMPACT:

This cost is to be 100% funded through Fleet Services ISF budget. (100% Fleet Internal Service Fund)

BACKGROUND:

Public Works operates the fueling station on Waterbird Way in Martinez. Fuel for the station is purchased when needed based on daily bids from fuel distributors. To ensure availability of fuel when needed, we currently have purchase orders with four vendors. However, the existing purchase orders are about to expire. Southern Counties Fuels has been our primary fuel vendor based on their daily bids being the lowest.

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, the purchase of fuel from Southern Counties Fuels will discontinue.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Ted Lavelle (925)
313-7077

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment #26-755-10 with Brown Miller Communications, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #26-755-10 with Brown Miller Communications, Inc., a corporation, effective January 1, 2020, to amend Contract #26-755-8 (as amended by Amendment/Extension #26-755-9), to increase the payment limit by \$125,000, from \$310,000 to a new payment limit of \$435,000, with no change in the term September 1, 2018 through August 31, 2020, for additional support with strategic planning and strategic communications to implement new opportunities presented through Health Care Reform .

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 #26-755-8 (as amended by Amendment/Extension #26-755-9) with Brown Miller Communications, Inc., to provide consultation and technical assistance with strategic planning to implement the Affordable Care Act, for the period from September 1, 2018 through August 31, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5741

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #26-755-10 will allow Contractor to provide additional assistance with strategic planning through August 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have access to Contractor's strategic planning services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment #25-012-40 with The Center for Common Concerns, Inc. (dba HomeBase)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-012-40 with The Center for Common Concerns, Inc. (dba HomeBase), a non-profit corporation, effective January 1, 2020, to amend Contract #25-012-39, to integrate behavioral health services as part of the Coordinated Entry System and Continuum of Care (CoC), with no change in the payment limit of \$325,120 and no change in the original term of July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

This Contract is funded 26% by Federal Medi-Cal Administrative Activities (MAA), 6% No Place Like Home Grant, and 68% by Housing and Urban Development (HUD). (No rate increase)

BACKGROUND:

On July 23, 2019, the Board of Supervisors approved Contract #25-012-39 with The Center for Common Concerns, Inc. (dba HomeBase), to provide consultation and technical assistance to the Health, Housing and

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Lavonna Martin,
925-313-7704

BACKGROUND: (CONT'D)

Homeless Services Division with regard to the CoC Program, including grant-writing services for County's McKinney-Vento application, for the period from July 1, 2019 through June 30, 2020.

Approval of Amendment Agreement #25-012-40 will allow the Contractor to provide additional consultation and technical assistance for the Behavioral Health Services Division for the County's Continuum of Care Program through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, County will not meet the federal funding guidelines to secure HUD funding required to eliminate homelessness in Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Fire Funding for Emergency Medical Services Enhancements from Measure H Funds

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay the San Ramon Valley Fire Protection District \$33,000 for EMS Fire First Responder medical equipment, medical supplies and EMS training to the San Ramon Valley Fire Protection District, upon approval of EMS Director for FY 2019-20.

FISCAL IMPACT:

Funding for this expenditure has been budgeted under CSA EM-1, Zone A (Measure H). There is no General Fund impact.

BACKGROUND:

These funds are allocated to partially offset fire services' added costs for medical supplies, equipment, and training through participation in an enhanced Emergency Medical Services system established through CSA EM-1.

CONSEQUENCE OF NEGATIVE ACTION:

Fire services would need to fund medical supplies, equipment and training out of their existing funds.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Patricia Frost,
925-646-4690

cc: Patricia Weisinger, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Deborah R. Cooper, Acting Clerk-Recorder
Date: January 21, 2020

Subject: Approve Agreement for Use of Space at the Concord DMV Field Office for Issuing Vital Records

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Clerk-Recorder, or designee, to execute a contract with the Department of Motor Vehicles (DMV), for use of space at the DMVs' Field Office in Concord.

FISCAL IMPACT:

None

BACKGROUND:

Under federal law, air travelers must obtain identification that is consistent with the Real ID Act. To support County residents, the Clerk-Recorder's Office will be providing vital records, including birth, death and marriage certificates, to residents of Contra Costa who require these records to obtain a REAL ID. The proposed contract permits the Clerk-Recorder to provide these services during business hours at the DMV Field Office located at 2070 Diamond Boulevard, Concord, which will facilitate DMV customers' access to the records. The County and DMV agree to mutually indemnify each other under the proposed contract.

CONSEQUENCE OF NEGATIVE ACTION:

The Clerk-Recorder Division will be unable to provide vital records to residents at the Concord DMV Field Office.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Joseph Barton,
925-335-7928

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment #74-523-4 with Counseling Options & Parent Education, Inc. (C.O.P.E.)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #74-523-4 with Counseling Options & Parent Education, Inc. (C.O.P.E.), a non-profit corporation, effective January 1, 2020, to amend Contract #74-523-3 to increase the payment limit by \$618, from \$253,238 to a new payment limit of \$253,856, with no change in the original term of July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$309 from \$126,619 to a new payment limit of \$126,928 through December 31, 2020.

FISCAL IMPACT:

This Amendment is funded 100% by Mental Health Service Act Funds. (No rate increase)

BACKGROUND:

On August 6, 2019, the Board of Supervisors approved Contract #74-523-3 with Counseling Options & Parent Education, Inc. (C.O.P.E.), for the provision of Triple-P parent education classes and practitioner trainings, for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, Ph.D,
925-957-5212

BACKGROUND: (CONT'D)

Approval of Contract Amendment Agreement #74-523-4 will allow the Contractor to provide additional Triple-P parent education classes and practitioner trainings, through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this Amendment is not approved, at-risk families will have reduced access to parent education programming and qualified Triple-P practitioners, resulting in reduced levels of service to the community.

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: January 21, 2020

Subject: Amendment #74-378-12 with Contra Costa Interfaith Transitional Housing, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #74-378-12, effective January 1, 2020, to amend Contract #74-378-11 to increase the payment limit by \$88,516, from \$168,221 to a new payment limit of \$256,737, with no change in the original term of July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$44,258 from \$84,110 to a new payment limit of \$128,368 through December 31, 2020.

FISCAL IMPACT:

This Amendment is funded 100% by Mental Health Service Act Funds. (No rate increase)

BACKGROUND:

In October 2019, the County Administrator approved and the Purchasing Services Manager executed Novation Contract #74-378-11 with Contra Costa Interfaith Housing, Inc., to provide an on-site, on-demand and culturally appropriate Prevention and Early Intervention (PEI) Program services to help formerly homeless families, all with special needs, at the Garden Park Apartments in Pleasant Hill, to improve parenting skills, child and adult life skills, and family communication skills, including providing an after

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, Ph.D,
925-957-5212

BACKGROUND: (CONT'D)

school program at selected low-income housing complexes in East and Central County, for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

Approval of Contract Amendment Agreement #74-378-12 will allow the Contractor to provide additional PEI program services, through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this Amendment is not approved, at-risk families will not have access to additional PEI program services provided by the Contractor.

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: January 21, 2020

Subject: Contract #26-700-13 with Jaison James, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-700-13 with Jaison James, M.D., an individual, in an amount not to exceed \$880,000, to provide orthopedic services for Contra Costa Regional Medical Center (CCRMC) and Health Center patients, for the period February 1, 2020 through January 31, 2021.

FISCAL IMPACT:

This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On February 12, 2019, the Board of Supervisors approved Contract #26-700-12 with Jaison James, M.D., to provide orthopedic services, including consultation, training, medical and surgical procedures for CCRMC and Health Centers patients for the period from February 1, 2019 through January 31, 2020.

Approval of Contract #26-700-13 will allow Contractor to continue to provide orthopedic services through January 31, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County's patients will not have access to Contractor's services.

APPROVE
 OTHER
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 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.,
925-370-5525

cc: Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: January 21, 2020

Subject: Advanced Helicopter Services, Inc. Helicopter Maintenance Contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Advanced Helicopter Services, Inc., in an amount not to exceed \$3,000,000 for helicopter maintenance services for the period February 1, 2020 through January 31, 2022.

FISCAL IMPACT:

\$3,000,000; budgeted. These expenditures are covered by a combination of agency user fees, annual SLESF (Supplemental Law Enforcement Services Fund) allocation, and P-6 Zone revenue.

BACKGROUND:

Advanced Helicopter Services, Inc., will provide maintenance services for the Sheriff's helicopters. The helicopter program is an integral element of effective law enforcement operations, providing enhanced patrol, surveillance, and search and rescue capabilities. Continuation of the helicopter program hinges on the services provided under this contract. Costs associated with this contract are partially offset by revenue generated by neighboring jurisdictions contracting for helicopter services and indirectly offset by State of California Department of Boating and Waterways grant funding.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board of Supervisors disapprove this new vendor contract, the continuation of the helicopter program will require the County to contract for maintenance services with additional cost.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Sandra Brown,
925-335-1553

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Purchase Order with Groupware Technology Inc., for Rubrik Maintenance Support

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with Groupware Technology, Inc., in an amount not to exceed \$224,000, for maintenance and support of Rubrik appliances and software for the period from January 29, 2020 through January 28, 2021.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Health Services Information Technology Division currently owns Rubrik storage hardware and uses the Rubrik backup system which holds data for the Epic Electronic Health Records (EHR) System. This purchase is for the continued maintenance and support of the backup appliances and support services which allow the division to backup EPIC patient data.

CONSEQUENCE OF NEGATIVE ACTION:

If this Purchase Order is not approved, it will directly affect EPIC Electronic Health Record System patient data.

APPROVE
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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Patrick Wilson,
925-335-8700

cc: Marcy Wilhelm, Elsira Trotman



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment #74-249-18 with Catholic Charities CYO of the Archdiocese of San Francisco

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #74-249-18 with Catholic Charities CYO of the Archdiocese of San Francisco, a non-profit corporation, effective January 1, 2020, to amend Novation Contract #74-249-17, to increase the payment limit by \$125,000, from \$212,180 to a new payment limit of \$337,180, with no change in the original term of July 1, 2019 through June 30, 2020, and to increase the automatic extension payment limit by \$62,500, from \$106,090 to a new payment limit of \$168,590 through December 31, 2020, to provide additional Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) children at its St. Vincent's School for Boys.

FISCAL IMPACT:

This Contract is funded by 50% Federal Medi-Cal and 50% Mental Health Realignment Funds. (No rate increase)

BACKGROUND:

This Contract meets the social needs of County's population in that it provides day treatment and TBS services to SED children to reduce the need for hospitalization and/or other higher levels of care.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
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 Karen Mitchoff, District IV Supervisor
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ATTESTED: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, PhD.,
925-957-5212

BACKGROUND: (CONT'D)

On August 23, 2019, the Board of Supervisors approved Novation Contract #74-249-17 with Catholic Charities CYO of the Archdiocese of San Francisco, for the provision of day treatment, mental health services, medication support and TBS for SED children at its St. Vincent's School for Boys for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

Approval of Contract Amendment #74-249-18 will allow Contractor to provide additional services through June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, there will be fewer residential facilities to provide residential and outpatient program for seriously emotionally disturbed youth as the County solicits and engages an alternate contractor.

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: January 21, 2020

Subject: Contract #77-048-1 with California Center For Sleep Disorders, Professional Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-048-1 with California Center for Sleep Disorders, Professional Corporation, a corporation, in an amount not to exceed \$300,000, to provide sleep medicine services to Contra Costa Health Plan (CCHP) members for the period from January 1, 2020 through December 31, 2021.

FISCAL IMPACT:

This contract is funded 100% CCHP Enterprise Fund II. (No rate increase)

BACKGROUND:

In May 2017, the County Administrator approved and the Purchasing Services Manager executed Contract #77-048 with California Center For Sleep Disorders, for the period from January 1, 2017 through December 31, 2019 for sleep medicine services for CCHP members and recipients.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Contractor will not be able to provide CCHP members and recipients with sleep medicine services.

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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: January 21, 2020

Subject: Contract #26-644-23 with MGA Healthcare, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-644-23 with MGA Healthcare, Inc., a corporation, in an amount not to exceed \$450,000, to provide temporary medical staffing and recruitment services, including clinical laboratory scientist supervisor, medical/clinical analyst and pharmacy inventory specialists, at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from January 1, 2020 through December 31, 2020.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On May 7, 2019, the Board of Supervisors approved Contract #26-644-22 with MGA Healthcare, Inc., to provide temporary medical staffing and recruitment services for clinical laboratory scientist supervisor, medical/clinical analyst and pharmacy inventory specialists at CCRMC and Contra Costa Health Centers, to provide coverage during peak loads, temporary absences and emergencies, for the period from January 1, 2019 through December 31, 2019.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,
925-370-5741

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

Approval of Contract #26-644-23 will allow the Contractor to continue providing temporary medical staffing and recruitment services, at CCRMC and Contra Costa Health Centers, through December 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not have access to Contractor's temporary medical staffing services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Approve Clarification of December 10, 2019 Board Order Item #C.78 with GE Precision Healthcare, LLC

RECOMMENDATION(S):

APPROVE clarification of Board Action of December 10, 2019 (Item C.78) which authorized the Health Services Director to execute Contract #76-681 with GE Precision Healthcare, LLC to reflect the intent of the parties in which the term should read January 29, 2020 through January 28, 2025 rather than December 1, 2019 through November 30, 2024, to provide maintenance and repair services to various medical imaging equipment and systems located at Contra Costa Regional Medical Center (CCRMC), West County Health Center, Pittsburg Health Center and Antioch Health Center.

FISCAL IMPACT:

This Contract is funded by 100% Hospital Enterprise Fund I.

BACKGROUND:

On December 10, 2019, the Board of Supervisors approved Contract #76-681 with GE Precision Healthcare, LLC to provide maintenance and repair services to various medical imaging equipment and systems located at CCRMC, West County Health Center, Pittsburg Health Center and Antioch Health Center for the period December 1, 2019 through November 30, 2024.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Jaspreet Benepal,
925-957-5741

BACKGROUND: (CONT'D)

The purpose of this Board Order is to correct the term to read January 29, 2020 through January 28, 2025 to reflect the intent of the Parties.

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the Board Order would not reflect the intent of the parties for Contractor's services for maintenance and repair services of medical imaging equipment and systems.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Acknowledge Termination of Contract #74-544-4 with Barbara Swarzenski, M.D.

RECOMMENDATION(S):

ACKNOWLEDGE receipt of a request from Barbara Swarzenski, M.D., to terminate her contract with the County to provide outpatient psychiatric services to children and adolescents at the West County Mental Health Clinic, effective end of business on January 10, 2020.

FISCAL IMPACT:

This Contract is funded 50% by Federal Medi-Cal and 50% by Mental Health Realignment. (No rate increase)

BACKGROUND:

On July 9, 2019, the Board of Supervisors approved Contract #74-544-3 with Barbara Swarzenski, M.D. for the provision of outpatient psychiatric services to children and adolescents at the West County Mental Health Clinic, for the period from September 1, 2019 through August 31, 2020.

The Department received a letter from the Contractor, requesting termination of this Contract. In accordance with General Conditions, paragraph 5 (Termination), the Contractor served the Department 30 days written notice of cancellation of this contract.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: January 21, 2020

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 termination is not approved, County will not properly terminate the contract in accordance with the contract terms.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

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 60 days until the local emergency is terminated. The Board of Supervisors last reviewed and continued the emergency declaration on December 18, 2018. Nevertheless, with the continuing high number of homeless individuals and insufficient funding available to assist in sheltering all homeless individuals and families, the emergency situation still exists and it is, therefore, 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: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: January 21, 2020

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: David Twa, County Administrator
Date: January 21, 2020

Subject: Community Advisory Board on Public Safety Realignment 2019 Annual Report

RECOMMENDATION(S):

ACCEPT the Community Advisory Board on Public Safety Realignment (CAB) 2019 Annual Report to the Board of Supervisors.

FISCAL IMPACT:

None.

BACKGROUND:

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497, which requires that each regular and ongoing board, commission, or committee annually report to the Board on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year.

The attached report is submitted to fulfill this requirement and share information about the Community Advisory Board on Public Safety Realignment's activities and accomplishments in 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

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ATTESTED: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Donte Blue,
925-335-1022

cc:

ATTACHMENTS

Attachment A - CAB 2019 Annual Report



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Community Advisory Board on Public Safety Realignment (CAB)
Advisory Body Meeting Time/Location: Second Thursday of the month/10am/50 Douglas Dr., Martir
Chair (during the reporting period): Harry L. Thurston
Staff Person (during the reporting period): Donte Blue
Reporting Period: 2019

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

During the 2019 calendar year, the Community Advisory Board on Public Safety Realignment (CAB) advised the Community Corrections Partnership (CCP) and other County stakeholders on appropriate financial investments including the use of revenue in the County's Community Corrections Subaccount and Local Innovation Fund. To inform this advice, CAB learned through presentations to the Board from the community-based program Fast Eddie's Auto Service; the Contra Costa County Office of Education; and County agencies including the Probation Department, Office of the Sheriff, the Alcohol and Other Drug Services Program of the Health Services Department Behavioral Health Division, Office of the District Attorney, and the Public Defender's Office. CAB also developed and presented a White Paper on Improvements in Linkage to Services for Individuals Released Outside of Regular Business Hours from County Jails, and as part of this effort, CAB Members toured both the Martinez and West County Detention Facilities. Finally, CAB ended the year by presenting the CCP with a policy brief that advocated for the institutionalization of the Office of Reentry and Justice, increase in County investment in more diverse housing options, improvement of linkage to services for individuals released outside of regular business hours from the County's Jails, and the use of a process that encourages more informed discussion and decision-making as it relates to budgetary actions of the CCP and its Executive Committee.

Among CAB's most notable collaborations in 2019 was its partnering with the Public Defender's Office for the allocation of nearly \$5,000 as the County's matching costs for a full-time AmeriCorps VISTA fellow that will work on criminal justice issues in the County for a full year.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

CAB began the 2019 term with its Annual Retreat that helped set the Board's sights on, among other things, increasing the level of transparency and accountability in the County's budgeting and use of money in the Community Corrections Subaccount, improving the internal operations of the CAB, educating its membership on the operations of the County's AB 109 funded activities and related reentry programs, and improving communication between CAB and County stakeholders. As a result of these objectives, CAB was successful in getting the County Administrator's Office to revise the AB-109 budget reporting template and provide a more frequent accounting of expenditures from the Community Corrections Subaccount. CAB also successfully updated its Operating Guidelines. Thanks to the collaboration and coordination of CAB, more than 10 public presentations were provided to educate CAB Members and interested community members on topics ranging from the newly created in-custody "Game Plan for Success" program for more effective pre-release planning to the impact of the Drug Medi-Cal Waiver on substance use disorder treatment services in the County, and the AB 109 funded program to support confronting the harms of deportation: "Stand Together Contra Costa." Finally, to improve the Board's messaging and communication with County decisionmakers, CAB restarted its ambassador program which assigns CAB Members to each member of the Board of Supervisors and Community Corrections Partnership Executive Committee to ensure these other bodies remain informed of CAB's work and are able to provide invaluable input on CAB's objectives, challenges, and ongoing activities.

It is also worth noting that CAB's advisement of the Probation Department and County Administrator's Office of Reentry and Justice on the reentry needs of the County ultimately led to increased funding to support the provision of evening reentry services at the Reentry Success Center in Richmond for the remainder of the current fiscal year.

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.

In 2019, CAB membership fluctuated from 12 Voting Members entering the year to as low as 8 Voting Members after Members resigned at various times because of a variety of scheduling conflicts and health concerns. Nonetheless, quorum was successfully achieved at all twelve monthly CAB general meetings. Each Member also participated on at least one CAB subcommittee and personally met with at least one County decisionmaker as part of the CAB Ambassador Program. Additionally, many of CAB's Members also filled seats on other bodies that were reserved for CAB representation, participated on RFP response review panels convened by the County, and was also a stakeholder in the County's development of a winning grant proposal. Given CAB's commitment to diversity, a Member Diversity Survey was conducted to inform future outreach and membership recruitment efforts. CAB ended 2019 with 11 Members: 4 representatives of West County, 3 Central County representatives, 4 representatives of East County (3 men and 8 women). As CAB begins 2020, three of the 12 Voting Member seats are vacant and all three of CAB's Alternate Member seats are vacant, which comes to a total of six CAB vacancies.

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.

All past and present 2019 CAB members timely completed the Brown Act/Better Governance Ordinance Training and the Ethics Training.

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.

Each year CAB's strategic objectives and activities are informed by the work done by the body during its annual retreat. Although CAB's retreat for 2020 is scheduled to occur on February 7th & 8th, the Board ended 2019 expressing an intent to at least continue working on the following objectives:

- Greater accountability through the use of standardized metrics that are able to better identify community needs and can link outcomes to AB109 spending.
- Institutionalization and increased investments into the Office of Reentry and Justice for additional staffing resources that match the expanding responsibilities the office has experienced over the last several years.
- Conduct a robust recruitment for new members to have a full 15 Member CAB at some point during 2020.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: 2019 Advisory Council on Aging Annual Report

RECOMMENDATION(S):

ACCEPT the 2019 Annual Report of the Contra Costa County Advisory Council on Aging as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On June 18, 2002, the Contra Costa County Board of Supervisors (BOS) adopted Resolution No. 2002/377, requiring each regular and ongoing board, commission, and committee to annually report to the BOS on its activities, accomplishments, membership attendance, required training and certification programs, and proposed work plans or objectives for the following year. The attached report is submitted to fulfill that requirement for the Advisory Council on Aging.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

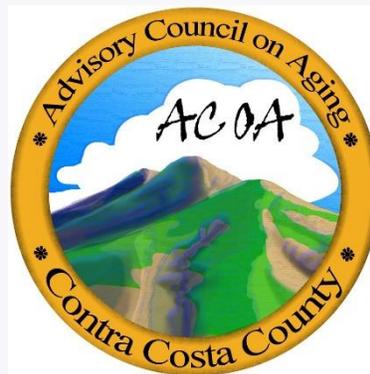
By: Stephanie Mello, Deputy

Contact: Elaine Burres
608-4960

cc:

ATTACHMENTS
2019 ACOA Annual
Report

CONTRA COSTA COUNTY
ADVISORY COUNCIL ON AGING
ANNUAL REPORT



JANUARY – DECEMBER 2019

CONTRA COSTA COUNTY

Advisory Council on Aging

Officers:

- Susan Frederick, President – 1st Term
- James Donnelly, First Vice President – 1st Term
- Gail Garrett, Second Vice President – 1st Term
- Fred Adams, Secretary – 1st Term
- Jagjit Bhambra, Treasurer – 1st Term

Current Roster of Members as of November 30, 2019:

Fred Adams
Jagjit Bhambra
Mary Bruns
Deborah Card
Nina Clark
James Donnelly
Kevin Donovan
Jennifer Doran
Rudy Fernandez
Susan Frederick
Gail Garrett
Arthur Kee
Joanna Kim-Selby
Jill Kleiner
Shirley Krohn
Steve Lipson

Richard Nahm
Frank Napoli
Nuru Neemuchwalla
Brian O'Toole
Gerald Richards
Mary Rose
Summer Selleck
Frances Smith
Michael Syrett
Ron Tervelt
Thompson, Kathie
Terri Tobey
Lorna Van Ackeren
Patsy Welty
Dennis Yee

Advisory Council Objectives

The Council shall provide a means for countywide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for older residents of this county. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging issues.

The Council advises each: the Area Agency on Aging on the development of its Area Plan, the Bureau of Aging and Adult Services, Employment and Human Services and the Board of Supervisors. The basis of the Area Agency on Aging Area Plan is on unmet needs and priorities experienced by older persons, as determined by assessments and input from the senior network throughout the County.

ANNUAL REPORT
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This year has been a very active one for the ACOA. My goals for the year were to strengthen the council and that the activities and existence of the ACOA will become more familiar in the county.

Actions taken toward these goals:

1. We revised our New Member Orientation this year. This will represent the objectives of the council to the new council members.
2. We developed a 'buddy' program so that new members would have someone who could answer questions and help them to assimilate into the committee if needed.
3. Several ACOA Presidents' reports addressed whom the council is and what our mandate is.
4. Distribution of the new ACOA Informational Brochures began.
5. Members were encouraged to formally meet with their supervisors (in a small group or individually) so that a presentation of ACOA accomplishments could be discussed and members would become familiar with their individual supervisors.
6. We spoke at a Board of Supervisors meeting this fall.
7. We have a new partnership with Contra Costa Counties Elder Abuse Prevention Project
8. We continue to work with Choice in Aging. We co-sponsored a conference on the, soon to be developed, Master Plan for Aging (MPA). The audience included appointed members of the MPA development committee. Several members of the county Board of Supervisors and/or their representatives also attended.
10. In the past SMAC has presented educational conferences, for the 2020 conference tentatively called "Retiring in the Bay Area: What's next", the entire ACOA council will be involved in the planning and presentation of the conference.

In order to update our bylaws and to make the committee more efficient. Our County Counsel is reviewing changes and we are awaiting their approval.

For the first time, to my knowledge, the council has had a waiting list to fill MAL seats. It remains a challenge to fill City seats. We have had one meeting in 2019 that has been without a quorum.

In 2019, the following organizations made presentations to the council, offering information on how they assist older adults in the county: Ensuring Opportunity; Diablo Valley Foundation for the Aging; Center for Elders Independence; Elder Abuse Prevention Program; Choice in Aging; Contra Costa Senior Legal Services; California Senior Legislature.

This year saw the formation of the ACOA Technology Work group. We formed this workgroup to help educate older adults, the ACOA/work groups/constituents on what technologies are available, what benefits they hold, and how to use them.

We also saw the addition of Senior Staff Assistant position assigned to ACOA, Anthony Macias, who has been a great help in helping to organize and assist the council.

Susan Frederick,
Executive Committee Chair
Advisory Council on Aging President

CURRENT PLANNING COMMITTEE ROSTER

- Debbie Card
- Nina Clark
- Kevin Donovan
- Susan Frederick
- Arthur Kee (co-chair)
- Ron Tervelt (co-chair)
- Dennis Yee

ACTIVITIES

Monthly meetings with contracted service providers, monitoring and making suggestions for implementing to improve services and better meet the needs of participants in regards to services provided by contractors within the budget.

ACOMPLISHMENTS

The committee focused on those services that were tangible in nature, particularly when it came to One-Time-Only Funds. A result of the prior year’s activities, led to a concerted effort this year to engage contractors in discussing Mental Health issues that occurred under their stewardship. Working with contracted providers and AAA Staff has resulted in outstanding performance, which includes documents available prior to meetings, its associated quality, and zero presentation cancellations.

2020 WORK PLAN

The Planning Committee and AAA Staff will work together to further enhance efficiencies that can be obtained for discussions with contractors. We will be looking for similar contracting services to combine at some meetings, thereby improving discussions and possible recommendations. The Planning Committee will also be available, if required, to assist the three area Coalitions as they move forward on their individual plans.

Arthur Kee and Ron Tervelt

Planning Committee, co-chairs

CURRENT MEMBERSHIP COMMITTEE ROSTER (INCLUDES NOMINATING)

- Fred Adams District II Membership Committee
- Jennifer Doran (Chair) District V Membership Committee
- Rudy Fernandez District III Membership/Nominating Committee
- Susan Frederick District I Membership Committee
- Richard Nahm (President’s appointment) District III Membership Committee
- Nuru Neemuchwalla District IV Membership/Nominating Committee
- Patsy Welty (President’s appointment) District V Membership Committee
- Jagjit Bhambra District V Nominating Committee
- Steve Lipson District I Nominating Committee
- Terri Tobey District II Nominating Committee

ACTIVITIES

- Monthly Meetings
- Membership Recruitment
- Attendance Reviews
- Membership Retention
- Review Orientation Presentation
- Appointments/Resignations
- Eligibility Reviews
- Applicant Reviews
- Report to Executive Committee

ACOMPLISHMENTS

The Council began 2019 with eight vacancies, all City seats. The committee initiated a waiting list for MAL seats with two interviewed applicants on the list. Applicants were encouraged to attend ACOA meetings until BOS approval.

With resignations and appointments, the CY 2019 ended with nine vacancies (8 City seats, and 1 MAL seat, pending BOS approval).

Recruitment activities, especially to cities, during the year included:

1. Reviewing individual city websites to insure ACOA recruitment messages were included and complete. One city had no notification on the website was quickly addressed by city staff.
2. Contacting city clerks to discuss recruitment strategies and notifying them of incorrect messages.
3. Submitting recruitment messages to each Supervisor to be included in future newsletters. It cited the cities with vacancies within each respective district and contact information.
4. Directly meeting with aging commission of one city and contacting others.

In 2 out of 10 monthly meetings, a quorum was not present. In order to address the issue, revision of the ACOA Bylaws include utilizing interviewed applicants as alternate members in order to seat a quorum. The alternate would not have a voting privilege. The ACOA approved this revision in April 2019. County Counsel is conducting a legal review.

2020 WORK PLAN

- Maintain a full Advisory Council on Aging membership.
- Apply and track membership eligibility requirements.
- Track and address individual attendance issues.
- Insure provision of Member's Expectations list to each member.
- Review Bylaws and make requested recommendations.
- Assign ACOA Access member to mentor new members.
- Report to the Executive Committee.

Jennifer Doran

Membership Committee Chair

CURRENT HOUSING WORK GROUP ROSTER

- Gerald Richards (ACOA)(Chair)
- Annette Balter (Covia) (Co-Chair)
- Nhang Luong (AAA) (Staffing Support)
- Mike Awadalla (Care Patrol)
- Julie Berry (Independent Living Resources)
- Fran Smith (ACOA)
- Lisa Hicks (Independent Living Resources)
- Lisa Hammon (Choice in Aging)
- Michael Hopfe (Independent Living Resources)
- Ella Jones (CCHP Commission)
- Rosa Loya (Meals on Wheels Diablo Region)
- Lenore McDonald (Center for Elders’ Independence)
- Paul Mikolaj (Danville resident)
- Mariana Moore (Ensuring Opportunity)
- Delia Pedroza (ECHO Fair Housing)
- Victoria Snyder (Contra Costa Senior Legal Services)
- Anitra Winder (Habitat for Humanity)

ACTIVITIES

- 10 Regular Monthly Meetings
- Educational Presentations
- Review of Housing and Homelessness activities and events promulgated by non-profits and other jurisdictions
- Followed bills in the California Legislature related to housing and other issues important to seniors.
- Advocacy training by former HWG Member Zuleika Godinez (Ensuring Opportunity) for the members.

2019 ACCOMPLISHMENTS

- The Housing Work Group (HWG) during 2019 continued its activities supporting Covia (formerly Episcopal Senior Communities) in expanding The Shared Housing Program to communities throughout Contra Costa County.
- Through the further development and distribution of an Infographic on Housing and Homelessness throughout the County, the HWG hoped to raise awareness of key officials in Contra Costa County to the growing housing shortfall among seniors in the County.
- The Work Group continued to invite speakers on various subjects related to housing issues as we continued to educate ourselves on the impact of inadequate housing and homelessness on all aspects of the life of our senior population.
- This year the following speakers spoke on the subjects indicated: *Program of All-Inclusive Care (PACE), Care Patrol, Habitat for Humanity East Bay/Silicon Valley, UC Davis Professor Michael Hagerty on the Marin Commission on Aging’s Housing Report, Health Services Department’s Health, Housing, and Homeless Services, Community Development Block Grant, and Adult Protective Services’ Home Safe Program.*
- The HWG began work on a White Paper on the many issues related to housing for seniors with the help of Teri House, City of Antioch and CDBG Consultant.
- In addition, the Group had advocacy training for the members in preparation for beginning to have members advocate for seniors housing and related issues throughout the county with help from ACOA City Representatives.

2020 Work Plan

- Continue to use the infographic for education:
 - Get it out to service clubs and the public.
 - Set a goal to reach out to, via the ACOA, 50% of the Commissions on Aging to see if they would use the infographic to discuss/advocate for older adult housing issues with City Councils.
 - Schedule a meeting with regional (East, West, Central) Commissions on Aging representatives. Maybe a meeting in each of the first three quarters of 2020.
 - The white paper's expected completion date is the end of 2019. The HWG expects to present the white paper and infographic in the first quarter of 2020.
 - Coordinate with ACOA Membership Committee about reaching out to City representatives on the ACOA.
 - Request that ACOA include white paper and infographic in its new member orientation packet.
- Recommend City that representatives to the ACOA advocate for city support of Home Match. Link it with support of Accessory Dwelling Units (ADU), Junior Accessory Dwelling Units (JADU) development.
- Continue to use the infographic for education and Link it with support of ADU/JADU development.
- Use the white paper and infographic together to outreach to cities, Board of Supervisors, service providers, and the public. Medium sized convening to present the white paper. Teri House recently convene a diverse group of stakeholders for the CDBG Consortium needs assessment. Work with Teri to convene similar group to release the white paper in the 2nd quarter of 2020.
- Attend grand opening of CEI's PACE center in Concord. Invite CEI to present to HWG about how PACE program can address homelessness.
- Other Objectives:
 - Continue to advance housing issues that impacts older adults, including housing insecurity and health outcomes.
 - Concord Weapons Naval Station – receive updates and to stay current on developments. Mariana Moore will provide contact information to make connections.
 - Half-cent sales tax for County general revenue expected on November 2020 ballot, pending Board of Supervisors approval. If it passes, funding could be available for housing. Track development and take action when appropriate.
 - Continue to invite presenters to meetings. A couple of topic suggestions: impact of housing insecurity and homelessness on health outcomes and The Pleasant Hill General Plan.

Gerald Richards, Chair

Annette Balter, Co-Chair

HEALTH WORK GROUP REPORT

January – December 2019

CURRENT HEALTH WORK GROUP ROSTER

- | | | |
|-----------------------------|---------------------------|---------------------|
| • Fred Adams | • Susan Frederick (Chair) | • Terri Tobey |
| • Jennifer Doran (Co-Chair) | • Joanna Kim-Selby | • Lenore McDonald |
| • Susan Frederick (Chair) | • Nancy Leasure | • Nuru Neemuchwalla |
| • Brian O'Toole | • Dennis Yee | |

ACTIVITIES

- Regular monthly meetings
- Educational presentations
- Monthly presentations by members on Nursing Homes, AARP, Caregiving, Alzheimer's/ Dementia, CCC Older Adult mental health and Legislation. Presentations included:
 - Nicole Howell, Ombudsman Services and Dodi Zotigh, Mt Diablo Ed CTEC coordinator
New innovative CNA educational program
 - Margaret Stauffer Chef Mission officer, Cancer Support Community
Issues facing cancer patients and families.
 - Sue Guest, PHN, Contra Costa Health Services
Discussion of issues faced by Public Health Nurses and seniors
 - Dainella Poy-Wing, PHN
Discussion of issues faced by Public Health nurses and seniors
 - Brian O'Toole
Medi-Cal a lawyer's prospective
 - Bob Sessler, Consultant to Contra Costa Health Plan
Discussion and renewal of Meals on Discharge project

ACCOMPLISHMENTS

- Continued distribution of flyers: "Be a Good Neighbor" and Vaccine for Seniors"
- A compact with Health Insurance Counseling and Advocacy Program (HICAP) and contracted ambulance company to charge the lower Medicare rate for ambulance services considered "Non-Medically Necessary", as opposed to the private insurance rate. This will be included in future contracts, saving seniors a considerable amount of money.
- Support Letter for AB 388: Grants for dementia needs Assessments
- Support Letter for AB 280 Fall prevention Act (this letter will be held until needed)
- Support Letter for AB568 California Care Corp

2020 Work Plan - GROUP GOALS

- The Older Adult Mental Health committee has changed its focus from consumers to those serving the consumer. This no longer serves our purpose. We will attempt to connect with a group that focuses on the Older Adult Consumer of Mental Health Services.
- Bob Sessler, of Health Care Services, will assist us in actively pursuing our Meals on Discharge project. This project will provide to selected recently discharged senior and/ or disabled patients, once a day meals for thirty days, higher incidents of complications, readmissions, mortality rates and higher cost of care are consistent in malnourished patients. Many elder patients are unable to obtain adequate nutrition after discharge from the hospital due to a variety of reasons, weakness, lack of transportation, lack of understanding of nutrition and insufficient funds are some causes.
 - Identify issues as the year progresses and define appropriate actions plans
 - Development and planning of projects specific to issues related to senior health and nutrition.

Susan Frederick, Chair

Jennifer Doran, co-Chair

CURRENT LEGISLATIVE WORK GROUP ROSTER

- Shirley Krohn (Co-Chair)
 - Lenore McDonald
 - Alejandra Sanchez Ezidro
 - Bhambra, Jagjit
 - Dawn Morrow
 - Debbie Toth
 - Elaine Welch
 - Fran Smith
 - Frederick, Susan
 - Glenda Pacha
 - Jackie Winfield
 - Jenna Elkins
 - John Cunningham
 - Kim-Selby, Joanna
 - Koren Stevenson
 - Laura Cepoi
 - Lia Bristol
 - Lisa Hammon
 - Nancy Leasure
 - Neemuchwalla, Nuru
 - Nhang Luong
 - Nicole Howell
 - Van Ackern, Lorna
 - Verna Haas
 - Zachary Smith
- **ACTIVITIES**
 - Monthly meetings from January to August (meetings recessed SEP-DEC), 4th Wednesday of each month.
 - Members identify state & federal bills they would like to follow; they research the backgrounds of each proposal and write letters of support or opposition. They may simply recommend that fellow members continue to watch without action as the bills develop.

ACCOMPLISHMENTS

- For the first time members of the community attended. There were eighteen attendees at this first meeting in January. The workgroup began reviewing new bills were reviewed at the February meeting.
 - What follows are the Bills that the workgroup ended up following and their final disposition:
 - *AB 970 Transportation options for non-emergency use
(Passed on to governor for final approval)
 - *AB 480 Mental Health Bill
(Pulled by the Senator Appropriations committee)
 - AB 1136 Establish the CA Dept of Community Living
** Being held under suspension
 - AB 1137 Modernize the Older Californians Act
**on 7/1 held in suspense file
 - AB 1287, 1382, SB 228 Master Plan on Aging legislation
Combined in the Governors Executive Order
 - *SB 280 Fall Safe Housing
** Held in Appropriations Suspense File
- * Letters of support submitted by ACOA
- **suspense file hold - heading to governor’s desk for approval at end of August.

- Initially the workgroup did have community members and we were able to have call in capability.
- However, the last two meetings saw very little community participation.
- Due to Brown Act and Better Governance compliance with county CAO, the call in option is no longer a viable option for this workgroup.

2020 Work Plan - GROUP GOALS

- Review State and federal proposals submitted by the California Senior Legislature. Review legislation authored or identified by other agencies to watch and support as appropriate. Work Group members will “adopt” legislation, meaning that they will do the research and make recommendations to group on whether to support, oppose or watch.
- The 2020 structure of the Legislative workgroup will allow for better participation.

Shirley Krohn, Chair

TRANSPORTATION WORK GROUP

January – December 2019

(SMAC-Senior Mobility Action Council)

CURRENT TRANSPORTATION WORK GROUP ROSTER

- | | |
|--|--|
| <ul style="list-style-type: none"> • Mike Awadalla (Care Patrol))) • Mary Bruns - Chair (Lamorinda Spirit; ACOA) • John Cunningham (CCTA) • Zee DeLeon (San Pablo Senior Center) • Jim Donnelly (ACOA) • Ralph Dennis (Rossmoor) • Ken Gray (Tri Delta) • Rashida Kamana (County Connection) • Shirley Krohn (ACOA) • Peter Engel (CCTA) | <ul style="list-style-type: none"> • Belinda Graham • Mica McFadden (WestCat) • Lisa Hamlin (Choice in Aging) • David Pittman • Rosemary Robles (DMV) • Debbie Toth (Choice in Aging) • Lorna Van Ackren – co-Chair (Hillendale; ACOA) • Kristin Visbal • Kate Wiley • Elaine Welch (Mobility Matters) |
|--|--|

ACTIVITIES

- Ten Monthly Meetings of 12-15 people from a diverse network of Contra Costa agencies.
- Provided advocacy for transportation for older adults and people with disabilities.

2019 ACCOMPLISHMENTS

- Received presentation from CCTA and held thorough discussion on the proposed Transportation Expenditure Plan (TEP) for the Transportation Sales Tax proposed for the 2020 March ballot.
- Advocated to CCTA Board for changes in TEP to provide funding for transportation that goes beyond the mandated ADA paratransit rides.

- Received transportation presentations from Tri-Delta, County Connection, West County Transportation, Mobility Matters – Emergency Preparedness Plan, Arrive Rides, Kristen Visbal (Overcoming Transportation Barriers), and Concord Naval Weapons Station.
- Participated in Regional Mobility Management, Paratransit Coordinating Council, and VITAL meetings.
- Began planning and preparations for 2020 ACOA/SMAC event.
- Contributed senior transportation survey questions to ACOA survey planning.
- Published 2019 SMAC newsletter
- Worked with the Lafayette Senior Commission and community to plan for the implementation of the AARP Age-Friendly practices in Lafayette.
- Worked with Choice in Aging to promote Age-Friendly communities.
- Participated in Master Plan for Aging workshop.
- Developed white paper to use in educating Contra Costa residents on the Transportation Expenditure Plan.

2020 Work Plan - GROUP GOALS

- Ongoing Goals: advocacy for: Mobility Management in Contra Costa, city-based transportation programs, increased volunteerism in senior transportation, legislation that supports, preserves, and encourages senior mobility, and making it safer for senior pedestrians. Provide leadership and support at conferences, workshops, and committees related to Senior Mobility. Continue to publish SMAC Newsletter at least once per year and support CSL endeavors.
- Stay connected with CCTA and Regional Transportation Organizations.
- Keep abreast of trends in transportation that will affect seniors.
- Participate in ACOA/SMAC Event planning.
- Educate public on Transportation Sales Tax Measure and Transportation Expenditure plan proposed for March 2020 ballot as well as any transportation plans or ballot measures.
- Produce 2020 Transportation Infographic.
- Play an active role in the Accessible Transportation Strategic Plan Committee.
- Approach P G & E and East Bay Mud to include TEP informational flyer in with their mailings.
- Support further development of the Master Plan on Aging.
- Outreach to former members.

Mary Bruns, Transportation Work Group (SMAC) Chair

Elder Abuse Prevention Work Group (EAPWG)

January – December 2019

CURRENT ELDER ABUSE PREVENTION WORK GROUP ROSTER

- Mary Dunne Rose (co-chair)
- Summer Selleck (co-chair)
- Michelle Shaver (APS)
- Brandy Walker (APS)
- Shirley Krohn (Consulting Collaborating Member- Advisory Council on Aging Past President)
- Carey Rowan (Consulting Collaborating Member- Director of CCC Public Law Library)
- Gerald Richards (Consulting Collaborating Member- CC Senior Legal Services Board Member)

- Richard San Vicente (Consulting Collaborating Member- Board Member MOWDR)

CURRENT ELDER ABUSE PREVENTION WORKGROUP (EAPWG)

- Three Proposed Regular Monthly Meetings on site 500 Ellinwood PH CA.
- Seven Proposed Special Meetings Presentations offsite to do Collaboration and EAPWG presentations.
- Goal to educate the community on abuse issues impacting elders and financial abuse of older adults.

COMMUNITY COLLABORATING ROSTER – OUTREACH / OFFSITE ELDER ABUSE PREVENTION PRESENTATIONS

- San Pablo Senior Center, San Pablo CA
- Rainbow Center Concord, CA
- Antioch Senior Center Antioch, CA
- CH Assisted Living, Pleasant Hill, CA
- AP Assisted Living Lafayette, CA
- Stoneman Village, Pittsburg, CA
- Danville Senior Center, CA
- Walnut Creek Senior Center, CA
- CCC Law Library, CA
- Senior Legal Services, CCC
- Ombudsman Office, CCC

2019 ACCOMPLISHMENTS

- The Elder Abuse Prevention Workgroup (EAPWG), during 2019, continued its activities to increase offsite community presentations using licensed attorneys and professional fiduciary with the overall goal of increasing public awareness and education of prevention of elder abuse, focusing on financial abuse & exploitation in Contra Costa County.
- In 2019 there were a total of 10 meetings; six “on site Regular Meetings” at 500 Ellinwood Pleasant Hill, Ca and four “Special Meetings Presentations offsite” representing community Elder Abuse Prevention outreach presentations.
- During 2019, our group shifted its focus toward more community outreach, education and less “on site Regular Meetings.”
- In 2019 there were again ten scheduled meetings: three proposed “on site Regular Meetings” with agendas and seven offsite “Special Meetings Presentations” to enhance community collaboration, communication and EAPWG off site presentations, including elder abuse prevention educational handout materials for nonprofessional public interested parties.
- We provide flyers announcing offsite dates and times of presentations to each community collaborating public site key contact point person for effective posting of public notice of presentations.

2020 WORK PLAN

- In the upcoming year, EAPWG plans to continue the overall goal of increasing community awareness and education of prevention of elder abuse, focusing on financial abuse & exploitation.
- Our group intends to continue presentations and dissemination of elder abuse prevention materials for nonprofessional public interested parties in Contra Costa County (CCC).

- Senior Legal Services indicated they would present in East and West CCC and our group will focus mainly on Central County, to encourage full CCC coverage and reduce duplication of efforts, enhancing effective collaborating of community partners.

Mary Dunne Rose and Summer Selleck, Co-Chairs

Technology Work Group

January – December 2019

CURRENT Technology WORK GROUP ROSTER

- Steve Lipson (Chair)
- Jill Kleiner (Co-Chair)
- Gail Garrett
- Kevin Donovan

ACTIVITIES:

- Regular Monthly Meetings
- Speakers/Educational Presentations
- Website and Technology Assessment

2019: Approval and Formation of the Technology Work Group

- As mobile and computer technologies advance, it is critically important that older adults develop and maintain a higher level of technology literacy.
- To help keep the ACOA informed and the older adult community up to date on relevant technologies (and how to use them), the Executive Committee and the Board of Supervisors approved the formation of the ACOA's Technology Work Group.
- The Work Group's first meeting took place in June 2019 and meetings occur on the first Monday of every month at 9:30 a.m.

Data Gathering/Analysis

- The Technology Work Group began 2019 with a series of presentations, Q&A sessions, and discussions with HICAP's Director of Community Outreach, Leah McIntosh; Information & Assistance's Adult and Aging Services SSA, Nhang Luong; EHSD's Community/Media Relations Manager Director, Tish Gallegos; and EHSD Web Administrator, Kevin Balderston.
- The Work Group is looking at on line resources and information relevant to older adults, presentation of information, accessibility, how we can remove, update and revise outdated information.
- In addition, the Technology Work Group has been analyzing the information we have gathered so we can better understand the needs of older adult users. Once completed, we expect the Tech Work Group to propose a set of updates and revisions to the ACOA website.

Technology Work Group Goals

- The Tech Work Group expects to spend part of 2020 assessing the current ACOA site and make ongoing recommendations/changes, including recommendations to improve the overall look and feel of the ACOA page(s).

- In 2020, the Technology Work Group also hopes to identify technology resources available throughout the county and work to educate older adults on how to access those technologies, show the benefits gained by learning about the technologies, and recommend ways to help older adults use the technologies most effectively.

Steve Lipson, Chair

SENIOR NUTRITION PROGRAM

January – December 2019

Senior Nutrition Program representative to ACOA

- Gail Garrett
- **ACTIVITIES**
- Home Delivered Meals: Deliver delicious and nutritious meals for homebound seniors
- Contra Costa cafes: Provide healthy meals and safe, friendly opportunities for older adults to socialize with others who have similar interests

ACCOMPLISHMENTS

- The Senior Nutrition Program continues to provide nutritious daily meals countywide for adults age 60+. These meals meet 1/3 of the Recommended Daily Allowance (RDA), these are served in a social setting at 17 CC Cafe's (Contra Costa Senior Centers). There are 96 Meals on Wheels routes in local communities throughout the county, or delivered to the residence of homebound adults.
- We bridge the widening gap between an ever-increasing number of frail homebound elders in need of Meals on Wheels in our county who have insufficient government funding for these critical services and seniors to socialize with others at the Cafes.

CHALLENGES

- Senior citizens aged 80 and older, are the fastest growing population segment in Contra Costa County.
- Many are homebound and unable to obtain nutritious daily meals to maintain their health and remain independent in the comfort and security of their own homes.
- Meals on Wheels of Contra Costa must find the community resources to meet this rapidly growing need. We are always looking for volunteer drivers and more participation at the CC Cafes.
- The participants not only receive a healthy, nutritious meal but socialization as well because they are involved in the activities at the Senior Centers.

2020 Work Plan

- Increase participation in all Contra Costa cafes
- Increase awareness of socialization benefits of participation
- Raise awareness of cafe sites
- Recruit volunteer drivers to serve homebound elders

Gail Garrett, Senior Nutrition Program Representative

Advisory Council on
Aging
2019 Annual Report



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: January 21, 2020

Subject: Interagency Agreement with San Mateo County

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a Memorandum of Understanding with the County of San Mateo's Northern California Regional Intelligence Center to share information as it relates to narcotics trafficking, organized crime, and terrorism related activities for the term of November 1, 2019 through December 31, 2020.

FISCAL IMPACT:

The total cost associated with this agreement is already within the operational budget of the Office of the Sheriff's employee salary and benefits. No additional funds are needed.

BACKGROUND:

The Sheriff of the County of San Mateo is requesting Contra Costa County Office of the Sheriff's participation in supporting the Northern California Regional Intelligence Center (NCRIC). NCRIC is a multi-jurisdictional public safety information fusion center comprised of the Northern California High Intensity Drug Trafficking Area. NCRIC was created to assist local, state, federal and tribal public safety agencies and critical infrastructure locations with the collection, analysis and dissemination of all crime threat information.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Sandra Brown,
925-335-1553

cc:

BACKGROUND: (CONT'D)

It is the mission of the NCRIC to protect the citizens of the counties within its area of responsibility from the threat of narcotics trafficking; organized crime; international, domestic and street terrorism related activities through information sharing and technical operation support to public safety agencies.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Northern California Regional Intelligence Center (NCRIC) will remain unsupported and the County's information sharing partnership with local state and federal agencies, which is paramount in identifying, preventing and responding to all regional hazards will be diminished.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: General Plan Amendment Study for Field Semester Project

RECOMMENDATION(S):

1. AUTHORIZE initiation of a General Plan Amendment (GPA) process, County File #GP19-0003, to evaluate a proposal to change the General Plan land use designations for four parcels located on Reservoir Street in the Port Costa area, identified as Assessor's Parcel Numbers 368-120-001, 368-120-002, 368-133-007, and 368-133-008, from Parks and Recreation (PR) and Open Space (OS), to Public and Semi-Public (PS).
2. ACKNOWLEDGE that granting this authorization does not imply any sort of endorsement for the application to amend the General Plan, but only that the matter is appropriate for consideration.

FISCAL IMPACT:

None. The project applicant will pay application fees to cover the cost of processing the GPA if authorized.

BACKGROUND:

On November 12, 2019, the Department of Conservation and Development received documents from Mr. Yaeir Heber of The Field Semester (TFS, the applicant), describing a proposed private educational use on a site comprised of four parcels totaling approximately 15 acres in the Port Costa area (see Attachment A). The subject parcels are designated PR and OS on the General Plan Land Use Element Map and are zoned R-6 Single-Family Residential District and A-2 General Agricultural District. Through several discussions

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Will Nelson, (925)
674-7791

cc:

BACKGROUND: (CONT'D)

with Mr. Heber on the details of the proposed use, staff determined that the most appropriate General Plan land use designation would be PS (see Attachment B for existing and proposed land use designations).

The subject parcels are located along the west side of Reservoir Street in Port Costa, between Canyon Lake Drive and Carquinez Scenic Drive. The northernmost parcel is occupied by Port Costa School, a historic building that operated from 1911 to 1966 and is now owned by the Port Costa Conservation Society (PCCS). Continuing south from the school building, the property narrows and ascends a steep, wooded canyon. Within the canyon is a small reservoir fed by Bull Valley Creek. Steep, rural parcels abut most of the property's perimeter, with Carquinez Strait Regional Shoreline Park running along the property's east side. Single-family residences surround the property's northern end. Attachment C is an aerial photo of the subject property and its surroundings.

The proposed project involves a partnership between TFS, Bull Valley Agricultural Center (BVAC), and PCCS to establish an immersive semester-study program for high school juniors and seniors that focuses on agriculture, land stewardship, and environmental awareness. Approximately 45 students would attend each semester. The historic school building would house the program's classrooms, administrative offices, dining facilities, study areas, and gathering spaces. Students and faculty would be housed in new cabins constructed in the vicinity of the reservoir (when the program was not in session, these cabins would be used by BVAC as a retreat center). Other new buildings would include centralized bathing and toilet facilities, an outdoor kitchen, a covered outdoor group gathering space, a barn, a dock, and other miscellaneous structures. Gardens, orchards, row crops, and aquaculture "fields" would also be established. The applicant has indicated that similar semester-study programs exist in Vermont and Maine, but there is no equivalent in the western United States.

Staff recommends authorization to proceed with the GPA process. Staff emphasizes, however, that such authorization does not imply the Board's support or endorsement for the application to amend the General Plan, but only that this matter is appropriate for further consideration.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board does not authorize initiation of the GPA process, then an application to amend the General Plan cannot be filed and the subject parcels will retain their current land use designations.

ATTACHMENTS

Attachment A - The Field Semester Preliminary Planning Submittal

Attachment B - Existing and Proposed General Plan Land Use Designations

Attachment C - Aerial Photograph of Subject Site

The Field Semester

Preliminary planning submittal packet

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THE FIELD SEMESTER

PRELIMINARY PLANNING SUBMITTAL LETTER

Project Overview

The Port Costa Conservation Society, the Bull Valley Agricultural Center, and The Field Semester are joining forces to restore the degraded Big Bull Valley Watershed and revive the historic Port Costa Schoolhouse. The result will be expanded community resources, a thriving ecosystem, and an innovative destination for recreation and education.

Site

The Big Bull Valley Watershed: Only 40 minutes from downtown Oakland, nestled into the hills on the shore of the Carquinez Strait, Port Costa is at the confluence of urban spaces and the cultural, political, industrial, and ecological systems that support them. The town embodies California's rich and complex history: once the biggest wheat port in the United States, Port Costa today is a one-road hideaway, home to about 200 residents. It sits in the midst of a coastal region dotted with oil refineries, yet the town is surrounded by more than 3,000 acres of open space. The educational opportunities for The Field Semester's students are almost overwhelming. Though notably unique and isolated in feeling, Port Costa is geographically accessible to many urban student populations—ensuring our ability to attract a diverse student body that will represent a broad range of environmental perspectives and experiences. Port Costa and its natural beauty will give students an inspiring, perspective-changing immersion in nature without seeming too distant or entirely disconnected from their home communities.

TFS students will live in cabins around the Bull Valley reservoir, learn and dine in the school building, and regenerate and maintain these structures and the surrounding land. The campus will showcase ecologically sound land stewardship and innovative sustainable agriculture, while also connecting students to the region's rich and complex history.

The site is located along an East Bay Regional Parks District trail, and Port Costa visitors will be able to view historical exhibits and period classrooms in the schoolhouse. Outside, they will find picnic areas alongside the creek, meandering paths and edible landscaping, natural play areas for children, and open space for dogs. The schoolhouse will continue to serve as a community center for the town. When The Field Semester is not in session, the Bull Valley Agricultural Center will use the cabins around the lake as a retreat center for people involved in regional sustainable agriculture. Together, the preserve, schoolhouse, and programming will demonstrate how innovative land stewardship can create ecologically restorative spaces that are well suited for recreation and learning, agriculturally productive, and of service to the local community.

Partners

The Field Semester: The emerging generation is our last chance to create a healthy planet—but our current educational system is not preparing them to create sustainable systems and make the cultural changes we need. Public and private schools alike are failing to teach students to identify, gather, and assess all the information that is crucial to the design of environmentally and socially sustainable solutions. Schools also do very little to emotionally connect our students with their environments. And, while our society is more diverse than ever, students are often not encouraged to incorporate the experiences of others into their thinking. Secondary education must play a leading role if we are to shift our world from its current unsustainable course.

The Field Semester (TFS) seeks to fill this void by offering a unique and accessible opportunity to nurture a generation of leaders whose education will help them thrive in their lives, careers, and efforts to restore our world. Tfs will give a diverse group of high school juniors and seniors a chance to live, work, and learn on the land for an entire semester, using this natural laboratory to find sustainable solutions to environmental challenges and to learn first hand what it takes to build sustainable communities.

TFS blends intellectual study and experiential learning. Students will develop a deeper understanding of their role in the world through rigorous coursework, daily responsibilities, community engagement, and active environmental stewardship. Key subjects are California's natural and cultural history, ecology, the economics and finance of sustainability, public policy, place-based literature, food and energy systems, and the politics of land and water. Tfs will create a learning environment where students from many diverse backgrounds will be asked to draw connections between their experiences together on the land and their own lives. By the end of the semester, every student will have a deep understanding of their own perspectives, the perspectives of others, and the living systems in which we are all embedded. They will leave tfs knowing how they can apply all this information to the development of creative and effective solutions to our world's interrelated problems.

An integral part of this program is assembling a truly diverse student body that reflects varied geographic, cultural, and socioeconomic backgrounds. To this end, tfs will open with a budget allocating 30 percent of our revenue to financial aid, likewise, TFS is building strategic partnerships with individuals and regional organizations that have relationships with historically underserved communities.

Bull Valley Agriculture Center: Founder Earl Flewellen and his colleagues have a record of success in building businesses in Port Costa, a commitment to sustainability and the community, and a history of success at preserving the area's natural and historical assets. They created the regionally sourced Bull Valley Roadhouse, a

bustling restaurant and bar recognized as one of the Bay Area's top 100 restaurants by the San Francisco Chronicle in 2013, 2014, and 2015 and by Condé Nast Traveler as one of the 70 best new restaurants in the world in 2013; the historic Burlington Hotel, opened in 1883, which the team transformed from rundown seediness to a popular destination for travelers; the adjacent café; and E.G. Flewellen's Bee Farm, a self-supporting apiary and retail honey business.

With these projects finally holding their own, the time was right to focus on giving back to the surrounding land and community. To these ends, the Bull Valley Agricultural Center was founded in 2015, and donations were raised to acquire the land where the bees were happily thriving—a first step towards preserving that land, protecting it from relentless vandalism and refuse dumping, and securing its future as a community resource. The site has been subject to a remarkably tumultuous past few hundred years. At the turn of the century, a dam was built that transformed the watershed into an industrial reservoir—supplying water for the steamships and trains that came to the port in town. Over the last century, subsequent hardscaping, neglect, mismanagement, and an odd range of uses have left the watershed overrun with invasive species, plagued by erosion and siltation, and a flooding liability to the entire town downstream.

Through careful studies of the site's hydrology and ecology, BVAC, with the help of The Field Semester, aims to regenerate the watershed's ecology such that it may become an asset for educational and recreational uses that respect habitat, connect people with nature, and enrich the local and regional communities.

Port Costa Conservation Society: For nearly 30 years, The Port Costa Conservation Society, the primary community nonprofit in Port Costa, has been transforming the town's historic schoolhouse from a crumbling shell of a building into an impressive community center. The 1911 Classic Revival two-story building was on the brink of collapse when the PCCS purchased it in 1988. With no maintenance since the school closed in 1966, ceiling joists had cracked under the weight of rainwater pooling on the roof, plaster fell in great sodden chunks from the ceiling, wooden floors buckled, and lack of proper drainage undermined the foundation. With funds raised both locally and nationally and an incredible team of dedicated volunteers, PCCS has been working tirelessly to rejuvenate the 15,000-square-foot schoolhouse with renovations including extensive seismic retrofitting; upgraded electrical, plumbing, and fire-suppression systems; and ADA-compliant elevators and restrooms. PCCS board chair Ridge Greene is a longtime contractor with a focus on institutional buildings and schools, and along with the rest of the board, brings deep community ties and engagement to the collaboration. With the help of The Field Semester, PCCS hopes to finally finish the restoration and re-enliven the schoolhouse as a thriving educational and community asset. While The Field Semester will use the building for classrooms, a workshop, and a kitchen, the completed building will also offer the local community an improved center for meetings, recreation, and events. The space will allow students and locals to engage meaningfully through lectures, workshops, and projects hosted by TFS and residents of Port Costa and the surrounding region.

APN MAP



APN 368133007: Port Costa Conservation Society School Site

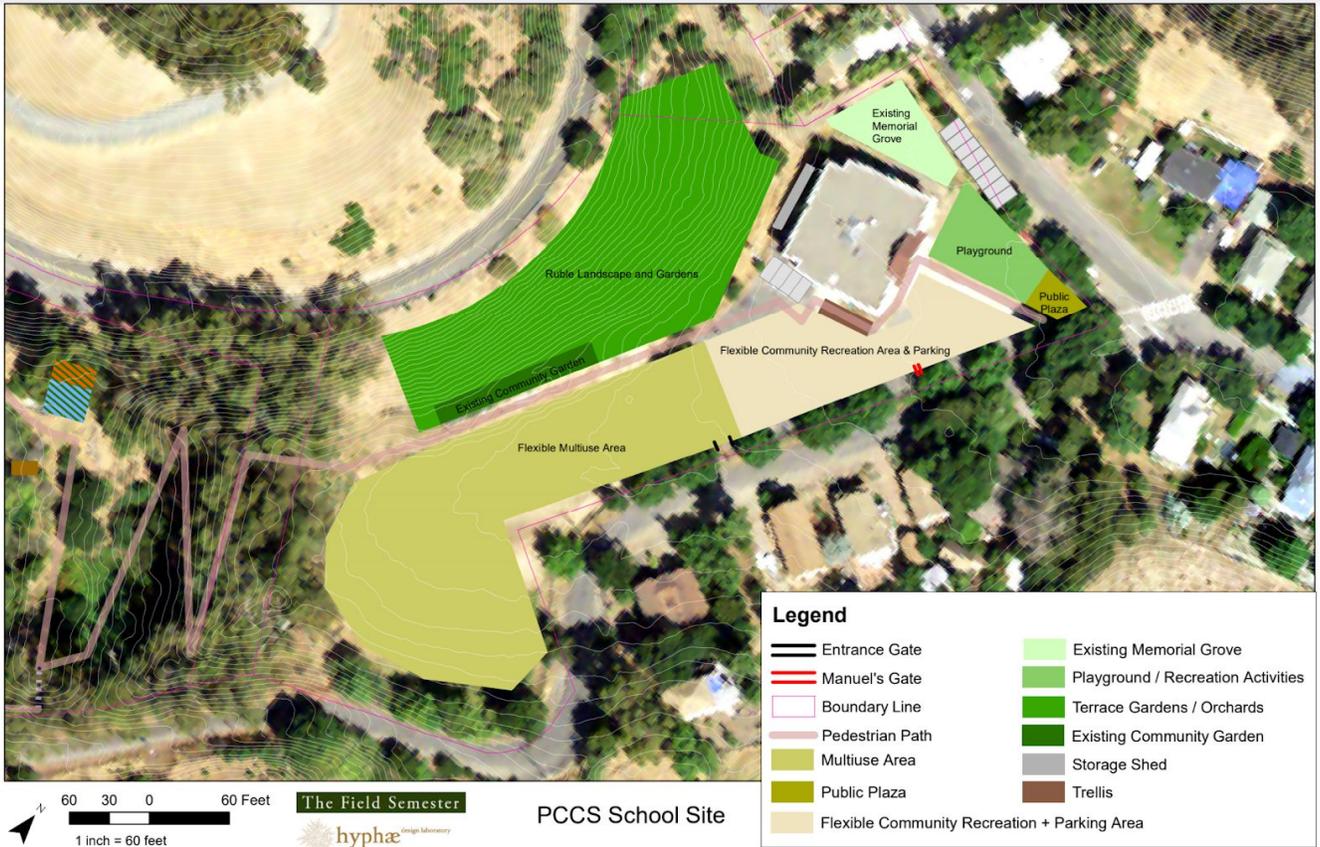
APN 368120001: The Field Semester

PROGRAM / INTENDED OCCUPANCY

AREA GROUP	SUB-SPACES	#	SF per	TOTAL
		UNITS	unit	AREA
				SQ. FT
In Historical Society BLDG				10630
Classroom	seminar rooms (45 people)			1575
	laboratories (24 students)			1440
Office	Principal's office			360
	Assistant's office			150
Dining areas	Total FTE divided by 3.15 multiplied by 12. Considered 45 students and 8 instructors = 63			1000
Kitchen	The maximum space allowance for a kitchen area includes space for food preparation, serving line(s), walk-in and reach-in refrigerator, walk-in and reach-in freezer, dry storage, dish washing, can washing, office, employees' room and restrooms, receiving dock, and waste holding area.			856
Whole group gathering space	The multi-purpose room will NOT be used as the Dining Room.			4104
Recreation/Leisure Space	Faculty Area (Includes faculty lounge, faculty workroom, faculty restrooms, etc.)			300
Restrooms / Showers	Provide handicapped adult male and female restrooms at 125 square feet each.			250
Study space	The allocations will include space for computer stations, with the number of stations not to exceed 1/9 of the total student design capacity.			250 min
	Librarian Office			120
	Audio / Visual			175
	Storage / Workroom			200
	Circulation / Checkout			100
On Historical Society Site				850
Facility Maintenance Shop.	The maximum space allowances provided for each population level based on the total student design capacity	1		400
Maintenance Material Storage.				200
Maintenance	The maximum space allowance			250

Equipment				
Parking	2 vans, 1 maintenance truck, 2 staff cars	5	128	640
Agricultural space	Multiple small gardens-annual/perennial mix/food/edible landscapes			
	Orchards			
	Row crop fields			
	Aquaculture in lake/ponds			
New BVAC Structures				9499
Tent cabins	sleeping rooms (45 students and 3 interns) at 50 to 70 square feet per student exclusive of furniture (wardrobe, desks, beds, etc.) and not to exceed a maximum of four students per room. An additional 35 square feet per student will be provided for furniture and storage space to include a wardrobe, bed and desk.	12	400	4800
Staff House	Designed for one 5-person family, or divisible for two small families (couples)	1	1500	1500
Guest Cabin	4 season, more weatherized than tent cabins (1-3 interns, staff, guests)	1	500	500
Full Bathing Facility	Centralized shower facility, 8 individual stalls, (1 ada)	1	750	750
Toilet Facility	Composting Toilets: 2 toilets per unit, only 2 composter needed for flow expectations, 3 provided.	3	108	324
Outdoor Kitchen*	Small cooking projects, Washing/Processing station (15' x 35')	1	525	525
Covered Group Gather*	Semi-conditions Classrooms, Shade structures, central gathering space /covered	60	10	600
Barn*	Shed for Farming/Maintenance Structure, equipment			500
Dock*	10 x 20	1	200	200
Misc Structures*	tree platform / Canopy observation less than 12x10'			
Outdoor Spaces				840
Dining Areas	Long picnic table for whole community	60	9	540
Group gathering space	campfire gathering space uncovered	60	5	300

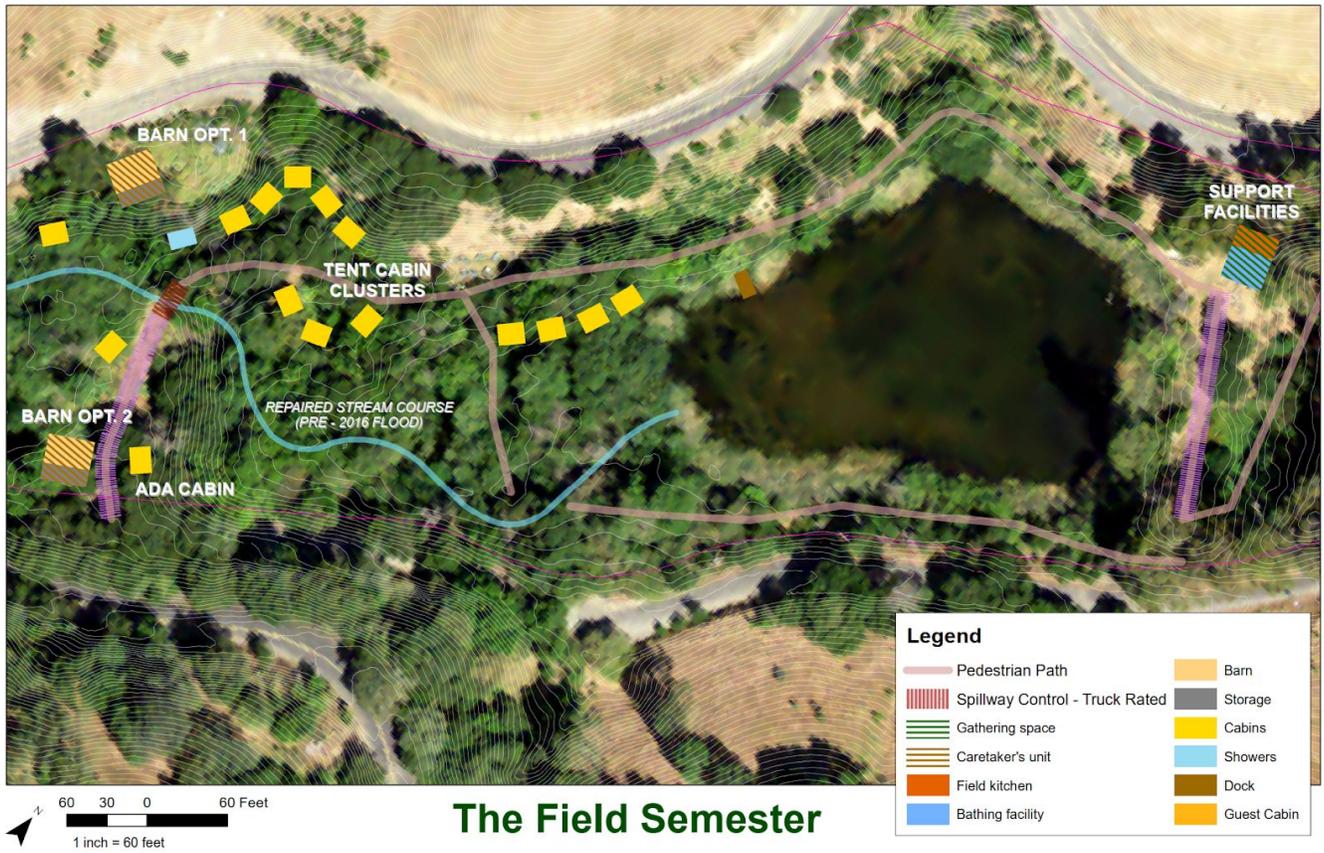
Porta Costa Conservation Society School Site Plan



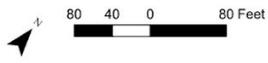
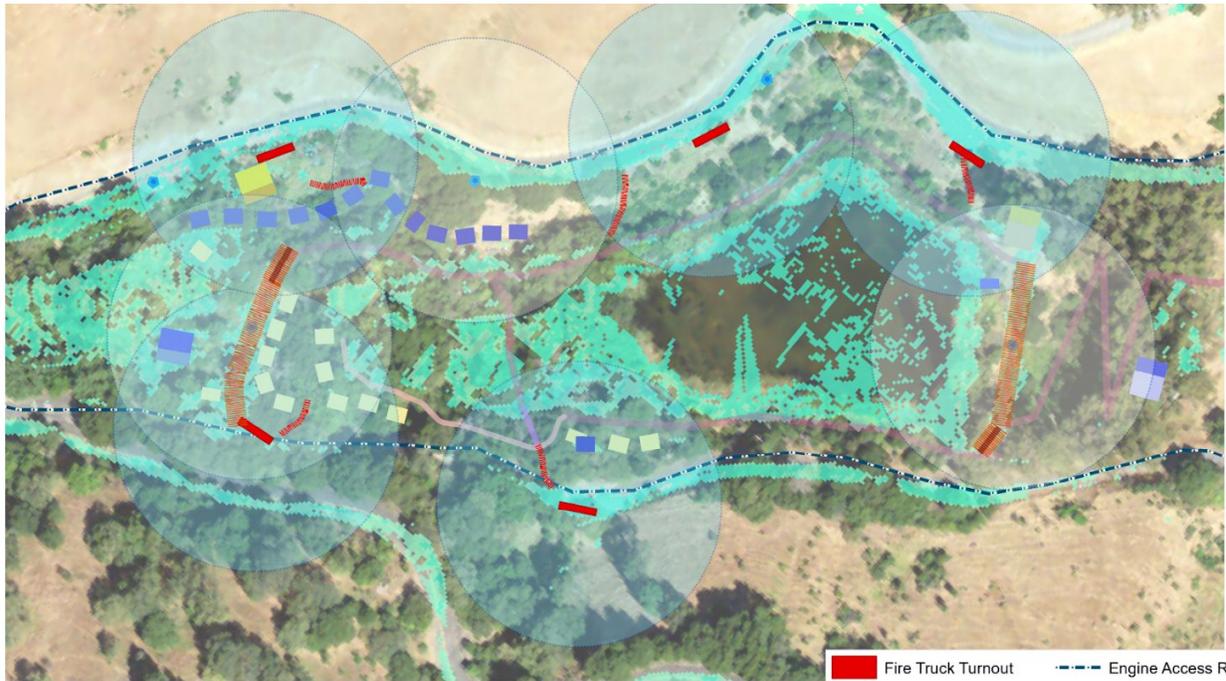
Legend

- | | | | |
|--|--|--|------------------------------------|
| | Entrance Gate | | Existing Memorial Grove |
| | Manuel's Gate | | Playground / Recreation Activities |
| | Boundary Line | | Terrace Gardens / Orchards |
| | Pedestrian Path | | Existing Community Garden |
| | Multituse Area | | Storage Shed |
| | Public Plaza | | Trellis |
| | Flexible Community Recreation + Parking Area | | |

Working Master Plan (September 2019)



Conceptual Fire Access map (March 2019)



THE FIELD SEMESTER
Existing and Proposed Fire Engine Access

	Fire Truck Turnout		Engine Access Route
	Fire Access Stairs (1:2)		Engine turnouts no ped.
	Proposed Bridge		<5% Slope
	Rated on site route		<8% Slope
	150' turnout rad.		
	150' alt rad.		

Preliminary Environmental Assessment

Table 2. Environmental Permitting Timeline

Resources Potentially Impacted	Permit or Consultation	Regulation or Policy	Regulatory Agency	Official Process	Typical Duration from Submittal to Authorization
Streams, wetlands, reservoir	Nationwide Permit	Section 404 of the Clean Water Act	U.S. Army Corps of Engineers	Agency has 30 days to review for completeness	4–12 months.
California red-legged frog	Biological Opinion	Section 7 of the Federal Endangered Species Act	U.S Fish and Wildlife Service	Agency has 135 days (90 days for USACE/USFWS consultation, 45 days to prepare the Biological Opinion).	4–9 months
Historic properties	Cultural Landscape Report, Area of Potential Effects map, and Department of Parks and Recreation 523 Forms	Section 106 of the National Historic Preservation Act/CEQA	State Historic Preservation Officer	State Historic Preservation Officer requires 30 days to respond to any objections to determinations for cultural resources.	2–4 months
Streams, wetlands, reservoir, and riparian vegetation	Water Quality Certification	Porter-Cologne Water Quality Control Act and Section 401 of the Clean Water Act	Regional and State Water Quality Control Boards	30 days to determine completeness, 60 days after determined complete to issue or deny certification.	3–9 months
Streams, wetlands, reservoir, and riparian vegetation	Lake or Streambed Alteration Agreement	Section 1602 of the California Fish and Game Code	California Department of Fish and Wildlife	30 days to determine completeness of application, then 60 days to issue agreement/permit.	3–9 months.
Surface waters	National Pollutant Discharge Elimination System	Section 402 of the Clean Water Act	State Water Resources Control Board; Contra Costa County	SWRCB reviews submitted Permit Registration Documents for adequacy, then issues waste discharge identification number.	One week for SWRCB; County review duration to be determined
Heritage trees or protected trees	Tree permit	Ordinance Codes 816-4 and 816-6	Contra Costa County	Submit application and fee at least 10 days prior to activity that requires permit	To be determined

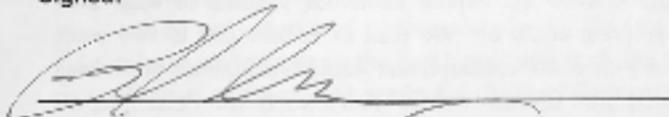
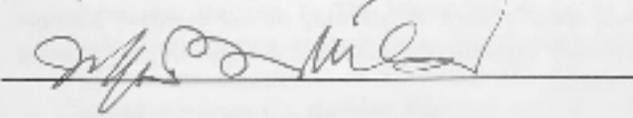
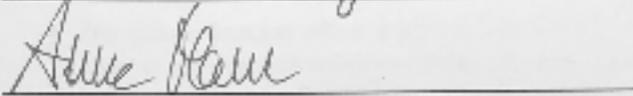
LANDOWNER BUY-IN

BOARD RESOLUTION

The Board of Directors of the Port Costa Conservation Society resolves that PCCS fully supports development of The Field Semester's program and facilities at Port Costa. Specifically:

1. The Board approves The Field Semester's proposed operating plan, site conceptual plan, and term sheet for a lease of certain facilities in the Schoolhouse, all as presented to the Board on April 18, 2018.
2. The Board acknowledges that all of the materials presented at the April 18 meeting are subject to revision, and the Board retains the right to review and approve the final versions.
3. The Board agrees that in the coming months, PCCS will:
 - a. Participate in refining site plans and schoolhouse renovation plans.
 - b. Participate in county and agency permit and approvals process in support of the project.
 - c. Make PCCS facilities available for and participate in fundraising efforts spearheaded by TFS and BVAC in accordance with the lease term sheet.
 - d. Work with TFS and BVAC to craft consistent messaging and communications about the project.

Signed:

	Date <u>7-16-18</u>
	Date <u>7-16-18</u>
<u>Michael Domagala</u>	Date <u>7-16-2018</u>
	Date <u>7-16-18</u>
_____	Date _____

CAMPING CODE:

California Building Code

Section 450 Group C [Sfm]

450.1 Group C Occupancies defined

450.1.1 Organized camps

For the purposes of these regulations, Group C Occupancies shall mean “organized camps” as defined in Section 18897, Health and Safety Code.

450.1.1.1 Description

An organized camp is a site with programs and facilities established for the primary purpose of providing an outdoor group living experience with social, spiritual, educational or recreational objectives, for five days or more during one or more seasons of the year.

Email from Contra Costa County Department of Conservation and Development:



Yaeir Heber <yaeirheber@gmail.com>

Field Semester Project Follow-Up

Judi Kallerman <Judi.Kallerman@dcd.cccounty.us> Fri, Mar 1, 2019 at 1:05 PM
To: "yheber@fieldsemester.org" <yheber@fieldsemester.org>, Will Nelson <Will.Nelson@dcd.cccounty.us>, Dominic Aliano <Dominic.Aliano@bos.cccounty.us>, Jason Crapo <Jason.Crapo@dcd.cccounty.us>
Cc: Brent hyphae <brent@hyphae.net>, Ivan Heitmann <ivan@hyphae.net>, "Earl Flewellen (Bull Valley Roadhouse)" <earl@bullvalleyroadhouse.com>, "peterwcolby@gmail.com" <peterwcolby@gmail.com>, Soren Santos <sorensantos@gmail.com>

Dear Yaeir and group,

At this preliminary stage of the project Abed and I have determined that your project will be under our jurisdiction as well as the local fire department. We will review for compliance with Planning, Fire and Health. Please contact your local utilities that serve the parcel as well. The school will need to meet all the code requirements for an **E** occupancy and the organized camp will meet all the requirements for the **C** occupancy. You will need to provide an accessible path from the school to the camp areas. If you are planning on building permanent tent structures they will need to meet the requirements of the code. Let's meet again when you have preliminary drawings for the structures you are proposing for the project.

We look forward to working with you all to make your vision a reality.

Regards,

Judi Kallerman
Principal Plan Checker
Department of Conservation and Development
Application and Permit Center
30 Muir Rd
Martinez, Ca 94553
925-674-7776

Planning department checklist

Plot (site) Plan

- a. **All existing property lines labeled** and fully dimensioned.
- b. **All public and private roads, easements and drainage installations adjacent to the subject parcel(s).**
- c. **All existing and proposed improvements (including drainage)** with distances to all property lines.
- d. Distance from property lines to existing improvements on parcels adjoining the subject parcel(s).
- e. **Names of adjoining property owner(s).**
- f. **Topographic contours labeled with elevation, known geologic hazards, creeks/streams and drainage ditches.**
- g. Location, species, drip lines and trunk diameters of all trees with a diameter of 6 inches or greater, measured 4½ feet above ground whose trunks lie within 50 feet of any proposed improvements. This shall include all such trees on the subject property as well as trees on adjoining properties whose canopy extends onto the subject property. Number the trees for identification purposes and indicate if they are to be removed or altered in any way.
- h. North arrow and scale.
- i. **Existing and proposed parking layouts, driveways** and landscaped areas (all fully dimensioned).
- j. **Computations of lot coverage, gross floor area and landscaped areas (all indicated in square feet).**
- k. Area of the subject parcel(s) officially mapped within the boundary of a Special Flood Hazard Area (if applicable).
- l. **A vicinity map showing sufficient information such as streets, highways, railroad tracks, water bodies, landmarks etc. to locate the subject parcel(s).**

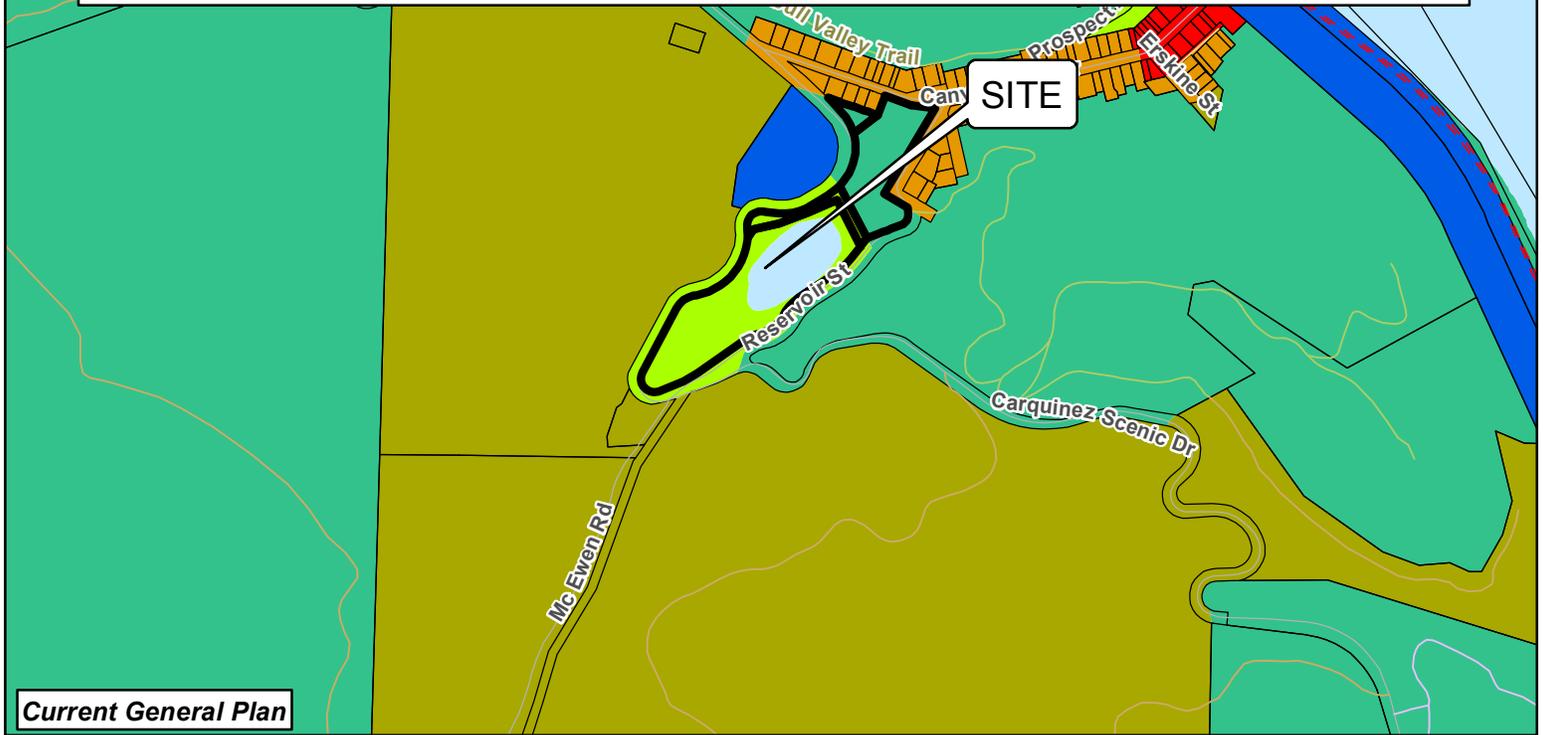
Floor Plans

- m. All rooms, hallways and other common areas with their dimensions and use (i.e. bedroom, kitchen, etc.).
- n. Locations of doorways, stairways and landings, windows, permanent fixtures (sinks, toilets, showers, etc.) and major mechanical equipment (hot water heaters, furnaces, etc.).

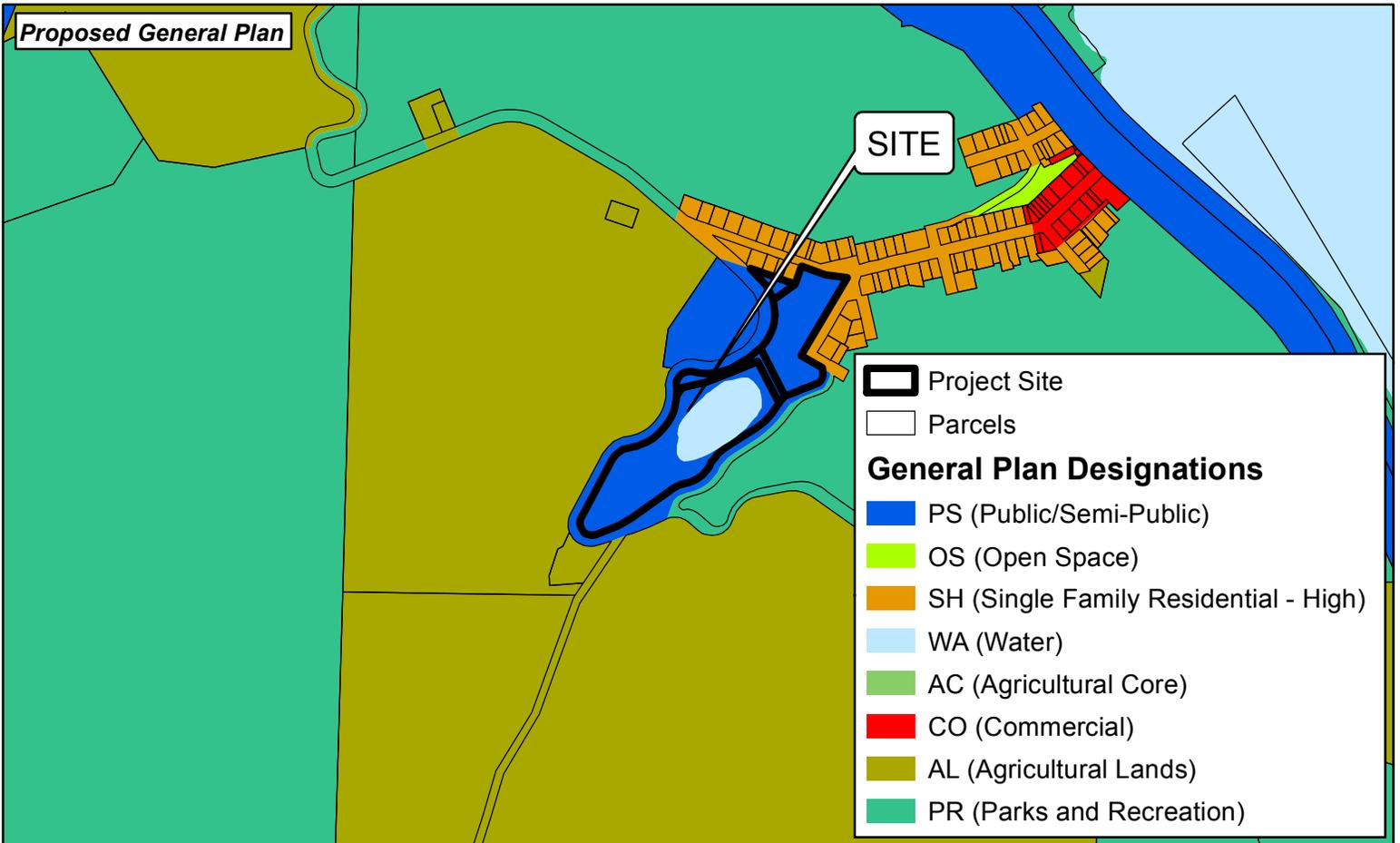
Building Elevations

- o. Exterior dimensions (height, width, depth) of all proposed improvements. Height is measured at the point within the building footprint that has the greatest distance between the ground and the top of the building directly above.
- p. Proposed exterior ornamentation such as shutters, planting boxes, window trim, cornices, signs, railings, etc.
- q. Proposed exterior materials (i.e. wood siding, stucco, stone veneer, concrete tile roof, etc.).

APN's: 368-120-001, 368-120-002, 368-133-007, 368-133-008
Port Costa School Properties
General Plan Amendment Study (GP19-0003)



Current General Plan



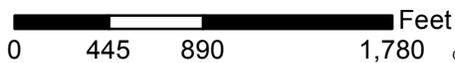
Proposed General Plan

Legend

- Project Site
- Parcels

General Plan Designations

- PS (Public/Semi-Public)
- OS (Open Space)
- SH (Single Family Residential - High)
- WA (Water)
- AC (Agricultural Core)
- CO (Commercial)
- AL (Agricultural Lands)
- PR (Parks and Recreation)



Map Created 1/8/2020
 by Contra Costa County Department of
 Conservation and Development, GIS Group
 30 Muir Road, Martinez, CA 94553
 37:59:41.791N 122:07:03.756W

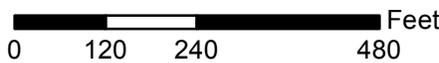
This map was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes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



APN's: 368-120-001, 368-120-002, 368-133-007, 368-133-008
Port Costa School Properties
General Plan Amendment Study (GP19-0003)



 Project Site
 Parcels



Map Created 1/8/2020
by Contra Costa County Department of
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30 Muir Road, Martinez, CA 94553
37:59:41.791N 122:07:03.756W

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Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 21, 2020

Subject: APPROVE the Concord Care Center Improvements Project and take related actions under CEQA.

RECOMMENDATION(S):

APPROVE the Concord Care Center Improvements Project (Project), Concord area. [County Project No. WH301D/WO# 301D, DCD-CP# 19-31] (District IV)

DETERMINE the Project is a California Environmental Quality Act (CEQA), Class 1(a and 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.

FISCAL IMPACT:

Estimated Project cost: \$750,000. 100% Homeless Emergency AID Program Funds

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Alex Nattkemper,
925-313-2364

cc:

BACKGROUND:

The Concord Care Center, located at 2047 Suite A, Arnold Industrial Way in Concord, functions as a homeless shelter and warming center. It is in need of repairs and upgrades. The bathrooms are highly deteriorated with an old American with Disability Act (ADA) ramp for access. The suite does not have a cooling system, and the outdoor exterior needs upgrades to accommodate client usage. The Project consists of repairing/upgrading bathrooms, interior, and exterior facilities, electrical, plumbing, and upgrading an ADA ramp, installing a rooftop air conditioning/heating unit, and transforming a portion of the parking lot into a patio area for clients.

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 Mark Scott Construction, Inc., Aztec Consultants, and Staples Construction Company, 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: **WH301D/WO#301D**
CP# 19-31

PROJECT NAME: Concord Care Center Improvements [225-1905]

PREPARED BY: Trina Torres, Environmental Services Division

DATE: October 10, 2019

APPROVED BY: [Signature]

DATE: Oct. 18, 2019

RECOMMENDATIONS:

- Categorical Exemption: §15301 Class(a and d)
- Environmental Impact Report Required
- Negative Declaration
- 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 the minor alteration of existing public structures, facilities, mechanical equipment, or topographical features, involving negligible expansion of use beyond that existing at the time of the lead agency's determination, pursuant to section 15301(d) of the CEQA guidelines; (a) Interior or exterior alterations (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety.

What changes to the project would mitigate the identified impacts: N/A

USGS Quad Sheet: Vine Hill	Base Map Sheet #: F-15	Parcel #: APN 159-080-036
----------------------------	------------------------	---------------------------

GENERAL CONSIDERATIONS:

1. **Location:** The Project is located at 2047 Suite A, Arnold Industrial Way in Concord [Figures 1-3].

2. **Project Description:**

Background: The Concord Care Center functions as a homeless shelter and warming center and is located at 2047 Suite A, Arnold Industrial Way (APN 159-080-036) in Concord. It is in need of repairs and upgrades. The bathrooms are highly deteriorated with an old American with Disability Act (ADA) ramp for access. The suite does not have a cooling system, and the outdoor exterior needs upgrades to accommodate client usage. This facility is a County-owned property within the City of Concord.

The Project consists of repairing/upgrading bathrooms, interior, and exterior facilities, electrical, plumbing, and upgrading an ADA ramp, installing a rooftop air conditioning/heating unit, and transforming a portion of the parking lot into a patio area for clients.

The Project includes upgrading exterior landscape, as follows:

- a. Reconstructing a portion of existing concrete patio (Approximately 1,590 square feet)
- b. Removing existing landscape around the building (Approximately 1,507 square feet)
- c. Installing new concrete planter walls. (Approximately 100 linear feet)
- d. Installing a gated fenced pet area.
- e. Installing synthetic grass on the existing concrete area. (Approximately 1,825 square feet)
 - Synthetic grass is like an "Astro turf" product that will be installed on top of existing concrete.
 - This will be for an outdoor gathering area for the clients.

General Plan Conformance is necessary from the City of Concord.

3. **Does it appear that any feature of the project will generate significant public concern?**

- Yes No maybe (Nature of concern):

4. **Will the project require approval or permits by other than a County agency?**

- Yes No

5. **Is the project within the Sphere of Influence of any city?** Yes-Concord

Suite "A"-Care center- new mechanical systems and selective Tenant Improvements

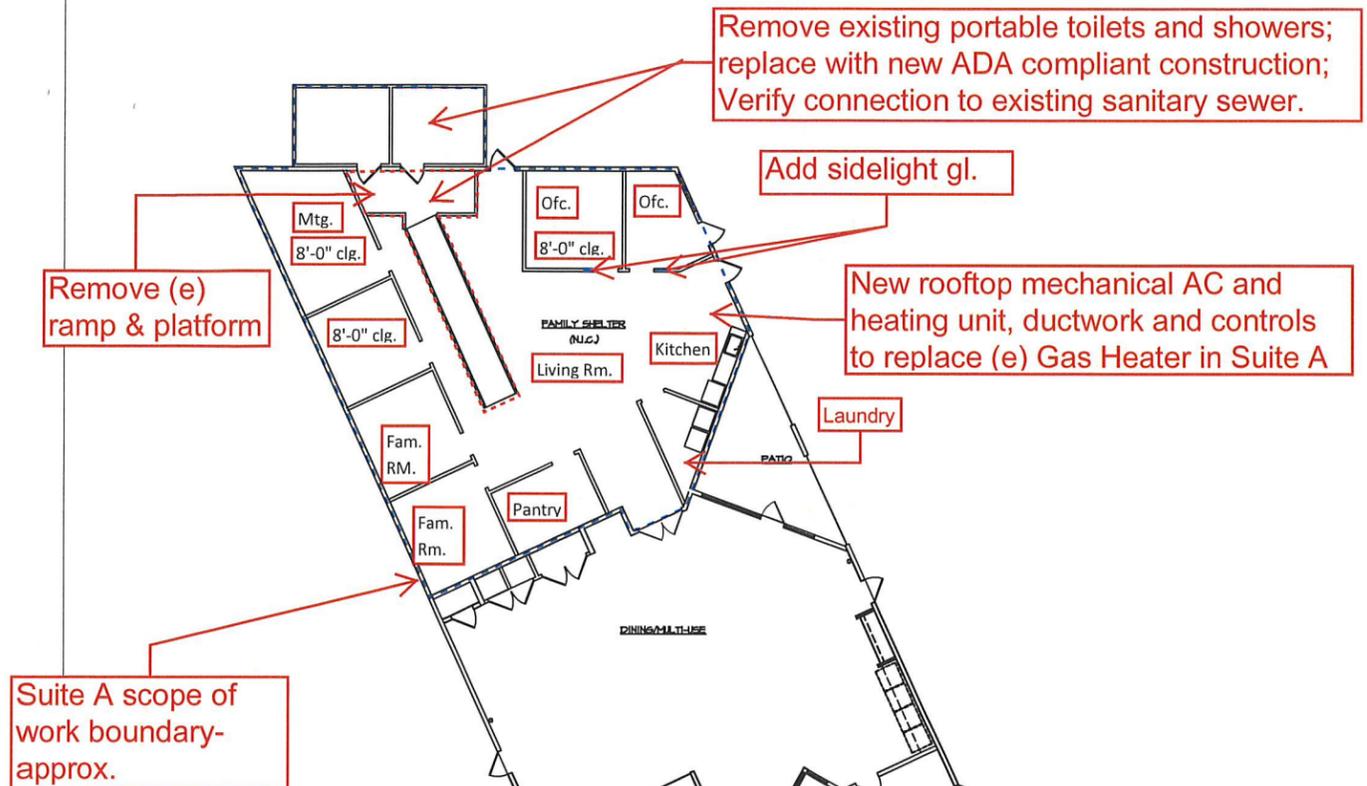
Replace existing restrooms/ showers

outdoor space

2047 Arnold Industrial Way

Figure 2



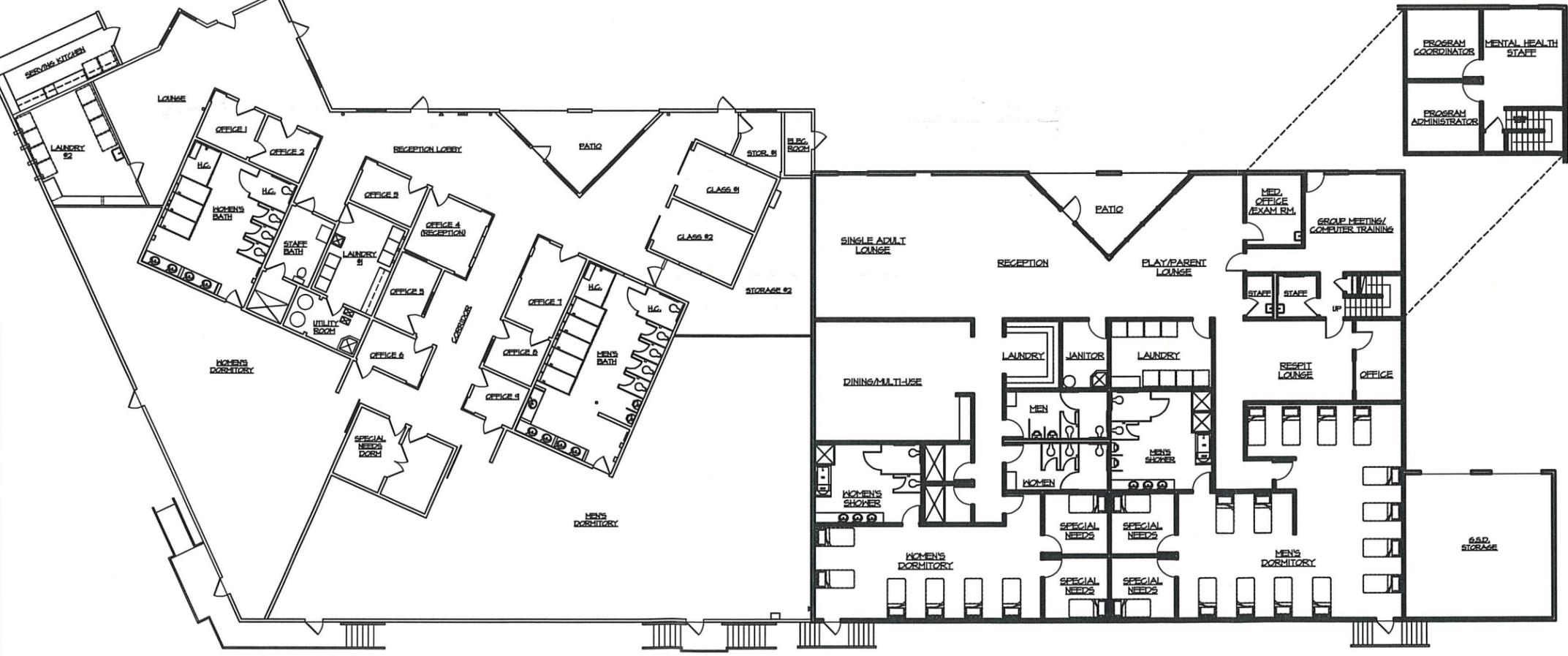


FLOOR AREA SUMMARY

EXISTING HOMELESS SHELTER:	15,660 SQ. FT.
PROPOSED EXPANSION OF SHELTER INTO SUITE D:	8,100 SQ. FT.
TOTAL SQUARE FOOT AREA	23,760 SQ. FT.

PROGRAM NOTES:

- (1) Meeting space for groups of 8-10 with folding tables and stacking chairs.
- (2-3) "Family Rooms" semi-private with doors.
- (1) Managers office with locking door and sidelight glass
- (1) Shared office for Housing Navigator and Case Management with sidelight glass
- (1) Laundry- with total 2 washers / dryers and vented exhaust
- (1) Cot storage area
- 2 toilets and 2 showers- provide access to toilets from pocket park when the facility is closed.



← EXISTING HOMELESS SHELTER SUITE 'D' EXPANSION →

Figure 3

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

County Clerk
County of: Contra Costa

Project Title: [Concord Care Center Improvements \[225-1905\]](#)
[Proj. No. WH301D / WO#301D, CP#19-31](#)

Project Applicant: Contra Costa County Public Works Department,
255 Glacier Drive Martinez, CA 94553

Project Location: 2047 Suite A, Arnold Industrial Way in Concord,
in Central Contra Costa County

Lead Agency: Contra Costa County Department of Conservation and Development

Description of Nature, Purpose and Beneficiaries of Project: The Concord Care Center functions as a homeless shelter and warming center and is located at 2047 Suite A, Arnold Industrial Way (APN 159-080-036) in Concord. It is in need of repairs and upgrades. The bathrooms are highly deteriorated with an old American with Disability Act (ADA) ramp for access. The suite does not have a cooling system, and the outdoor exterior needs upgrades to accommodate client usage. This facility is a County-owned property within the City of Concord. The Project consists of repairing/upgrading bathrooms, interior, and exterior facilities, electrical, plumbing, and upgrading an ADA ramp, installing a rooftop air conditioning/heating unit, and transforming a portion of the parking lot into a patio area for clients.

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- d. Installing a gated fenced pet area.
- e. Installing synthetic grass on the existing concrete area. (Approximately 1,825 square feet)
 - Synthetic grass is like an "Astro turf" product that will be installed on top of existing concrete.
 - This will be for an outdoor gathering area for the clients.

General Plan Conformance is necessary from the City of Concord.

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:

- | | |
|---|--|
| <input type="checkbox"/> Ministerial Project (Sec. 21080(b) (1); 15268; | <input checked="" type="checkbox"/> Categorical Exemption: <u>Class 15301(a and d)</u> |
| <input type="checkbox"/> Declared Emergency (Sec. 21080(b)(3); 15269(a)); | <input type="checkbox"/> Other Statutory Exemption, Code No.: _____ |
| <input type="checkbox"/> Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); | <input type="checkbox"/> Common Sense Exemption [Section 15061 (b)(3)] |

Reasons why project is exempt: The Project consists of the minor alteration of existing public structures, facilities, mechanical equipment, or topographical features, involving negligible expansion of use beyond that existing at the time of the lead agency's determination, pursuant to section 15301(a and d) of the CEQA guidelines; (a) Interior or exterior alterations (d) Restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety.

Lead Agency Contact Person: **Alex Nattkemper - Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2364**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Contra Costa County Department of Conservation and Development

- Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature Title

Applicant:
Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Alex Nattkemper
Environmental Services Division
Phone: (925) 313-2364

Department of Fish and Game Fees Due
 EIR - \$3,343.²⁵
 Neg. Dec. - \$2,406.⁷⁵
 DeMinimis Findings - \$0
 County Clerk - \$50
 Conservation & Development - \$25

Total Due: \$75
Total Paid \$ _____
Receipt #: _____



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Sustainability Commission 2019 Annual Report and 2020 Work Plan

RECOMMENDATION(S):

ACCEPT the 2019 Contra Costa County Sustainability Commission Annual Report and 2020 Work Plan, as recommended by the Sustainability Commission.

FISCAL IMPACT:

None.

BACKGROUND:

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee report annually to the Board of Supervisors. The attached report presented for Board consideration was approved by the Sustainability Commission on December 9, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt the Annual Report and Work Plan of the Sustainability Commission means the annual reporting requirement to the Board of Supervisors would not be fulfilled.

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

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Jody London,
925-674-7871

cc:

ATTACHMENTS

Sustainability Commission Annual Report and Work
Plan

2019 Climate Action Plan Progress Report



CONTRA COSTA COUNTY SUSTAINABILITY COMMISSION 2019 ANNUAL REPORT AND 2020 WORK PLAN

PURPOSE

The Contra Costa County Sustainability Commission was created to:

- A. Advise the Board of Supervisors and staff on successful implementation of the *Climate Action Plan*, including suggestions on how that work can be performed more efficiently and effectively.
- B. Advise the Board of Supervisors on opportunities to realize equity and fairness across the diverse communities of Contra Costa County in sustainability programs that support the *Climate Action Plan*.
- C. Advise the Board of Supervisors and staff on how to better engage Contra Costa County residents and businesses on sustainability issues and implementation of the *Climate Action Plan*.

2019 ANNUAL REPORT

The current members of the Sustainability Commission are:¹

Howdy Goudey, At-Large, Community Group, Chair	Charles Davidson, Member, District 5
Nick Despota, Member, District 1, Vice Chair	Renee Fernandez-Lipp, Alternate, District 5
Shoshana Wechsler, Alternate, District 1	Harry Thurston, At-Large, Community Group
Victoria Smith, Member, District 2	Russell Driver, At-Large, Business
Ryan Buckley, Alternate, District 2	Nicholas Snyder, At-Large, Business
John Sierra, Member, District 3	Doria Robinson, At-Large, Environmental Justice
Mike Moore, Alternate, District 3	Sarah Foster, At-Large, Environmental Justice ²
Wes Sullens, Member, District 4	Kim Hazard, At-Large, Education
Travis Curran, Alternate, District 4	

The Commission meets the fourth Monday in February, April, June, August, October, and December, at 5:00 p.m., at 30 Muir Road, Martinez, unless a different location has been determined. The December meeting is earlier in the month. Jody London, Sustainability Coordinator, is lead staff. All members have completed the mandatory training. The Sustainability Commission has been asked to provide a representative to the County's Integrated Pest Management Advisory Committee; Kim Hazard is filling that role.

The Chair and other members of the Commission participate in meetings of the Board of Supervisors' Sustainability Committee. The Commission receives briefings from County staff and representatives of other agencies and groups on a range of issues related to the Climate Action Plan. The Commission spent the majority of its time in 2019 advising staff on the ongoing updates to the County's General Plan and Climate Action Plan. Below is a summary of the Commission's 2019 accomplishments.

¹ Several members of the Sustainability Commission resigned during 2019. The Commission thanks Gretchen Logue (Alternate, D3), Mark Thomson (Alternate, D5), and Kathy Cutting (At-Large, Business) for their service.

² The Board of Supervisors in 2019 created an additional seat for Environmental Justice, designating that the two seats should reflect the geographic diversity of the County.

Topic	Accomplishments
Climate Action Plan Update	The Commission received reports from staff and consultants on components of the Climate Action Plan. Commission members developed recommendations for goals and strategies for the Climate Action Plan. Commission members assisted the Sustainability Coordinator in planning and conducting four community engagement meetings specific to the Climate Action Plan. Nearly 75 people attended one of the four meetings, which were held across the County.
General Plan Update	The Commission appointed one of its members to the Technical Advisory Working Group for the General Plan Update. The Commission provided input to staff and consultants on outreach, environmental justice, sustainability, and health aspects of the General Plan Update. The Commission provided input to the vulnerability assessment. Commission members participated in General Plan community meetings.
Transportation Expenditure Plan	The Commission recommended to the Board of Supervisors priorities for the Transportation Expenditure Plan developed by the Contra Costa Transportation Authority. These priorities were conveyed to the CCTA Board.
Polystyrene Ban	The Commission continued to provide recommendations to staff and the Board of Supervisors regarding the polystyrene ban adopted by the Board in September 2019.
Electric Vehicle Deployment	The Commission received updates on the Electric Vehicle Readiness Blueprint developed by the Contra Costa Transportation Authority. Members of the Commission participated in the stakeholder meetings for the project.
Carbon-Neutral Building Materials	The Commission recommended County staff explore options for using carbon-neutral materials in buildings and roads. Commission members assisted County staff in identifying pilot programs in other jurisdictions and becoming more familiar with options.
Realizing Equity and Fairness	The Commission adopted an environmental justice assessment tool and recommended it to County staff for use in updating the General Plan and Climate Action Plan. (See attached.)
Communication and Engagement	Commission members helped promote the Cleaner Contra Costa Challenge.
Climate Emergency Mobilization Resolution	The Commission researched climate emergency mobilization resolutions adopted by other jurisdictions. The Commission recommended the Board refer deliberation on whether to adopt a similar recommendation to the Sustainability Committee, which referral happened on November 19, 2019.
Adapting to Rising Tides	Members of the Commission have monitored the ongoing ART-East Contra Costa project.

2020 WORK PLAN

The Commission will continue to report to the Ad Hoc Committee on Sustainability, as well as to the full Board. Projects and initiatives related to the *Climate Action Plan* on which the Commission anticipates it may advise the Board of Supervisors and staff include:

- General Plan Update
- *Climate Action Plan* update
- Integrating equity and environmental justice into the *Climate Action Plan* and related documents and projects

- Identifying and pursuing opportunities to develop green benefits districts throughout the County
- Electric Vehicle Readiness Blueprint implementation
- Advocacy on issues related to the *Climate Action Plan*
- Potential health impacts of climate change
- Building electrification
- Carbon-neutral building materials
- A climate emergency resolution
- Increasing resilience to climate-related disasters and incidents, including the Adapting to Rising Tides studies for Eastern Contra Costa County and the Bay Area region and Public Safety Power Shutoffs
- Outreach and education on sustainability to Contra Costa County residents and businesses
- Other issues in the Climate Action Plan, including water conservation and drought; land use and public transportation, including pedestrian and bicycle access; energy efficiency and renewable energy; and recycling and composting.



CONTRA COSTA COUNTY CLIMATE ACTION PLAN, 2019 ANNUAL PROGRESS REPORT

January 2020

Submitted by the Contra Costa County Sustainability Commission to
the Contra Costa County Board of Supervisors

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Contra Costa County Sustainability Commission

2019 *Climate Action Plan* Progress Report

The Contra Costa County Sustainability Commission’s purpose includes advising the Board of Supervisors and staff on successful implementation of the *Climate Action Plan (CAP)*, including suggestions on how that work can be performed more efficiently and effectively. The Commission includes in its annual report to the County’s Board of Supervisors this progress report on how the County is doing in terms of the goals and targets in the 2015 *Climate Action Plan*.

There are several areas where the County has made significant progress in meeting the quantitative *Climate Action Plan* targets. A number of the measures do not have targets and are considered “supportive.”

As the County updates the *CAP* in 2019 and 2020, the Sustainability Commission encourages the County to identify strategies and measures that will better allow the County to demonstrate progress in meeting greenhouse gas (GHG) reduction goals. The Commission also encourages the County to look for approaches that solve for multiple measures, for example reducing Styrofoam and/or plastics and increasing composting, reducing vehicle miles traveled and increasing use of public transportation and alternative transportation modes such as bicycling or walking.

Energy Efficiency

Measures EE1, EE2, EE3

GHG Emissions Reductions Target by 2035 for All EE Measures	GHG Emissions Reductions Expected by 2020 for All EE Measures	Total % Expected to be Completed by 2020	
14,000 MTCO ₂ e ¹	7,510 MTCO ₂ e	105%	
	Measure	% of Completed Projects to date through 2019	Total % Expected to be Completed by 2020 ²
EE1	Provide opportunities for residential buildings to become more energy efficient.	44%	66%

¹ MTCO₂e¹ = carbon dioxide equivalent

² Percentages are calculated using the 2015 Contra Costa CAP Monitoring Tool provided by Michael Baker International. The percentages included remain tentative until additional requested data is provided.

	Measure	% of Completed Projects to date through 2019	Total % Expected to be Completed by 2020 ²
EE1	Provide opportunities for nonresidential buildings to become more energy efficient.	8%	16%
EE3	Provide education and outreach highlighting the benefits of energy conservation	100%	100%

A geographic breakdown of where projects were carried out in the unincorporated County is provided below. It should be noted that the 2018 numbers include the PG&E Advanced Home Energy Upgrade (AHUP) program, which was administered by PG&E through 2018 and discontinued in 2019. In 2018, there were 3 AHUP projects in El Sobrante and 9 in Kensington, which are included in the 2018 table below.

2018 Energy Efficiency Single-Family Homes Completed – Unincorporated			
Community	# Homes Retrofited	Total kWh Savings	Total Therms Savings
<i>Alamo</i>	11	5553.17	985.56
<i>Bay Point</i>	1	779.52	48.79
<i>Byron</i>	1	755.1	91.8
<i>Crockett</i>	2	489.09	143.12
<i>Discovery Bay</i>	4	2928.6	242.46
<i>El Sobrante</i>	8	1028.39	1609.27
<i>Kensington</i>	12	480.2	4774.09
<i>Rodeo</i>	3	761.42	296.27
Totals	42	12775.49	8191.36

2019 Energy Efficiency Single-Family Homes Completed - Unincorporated			
Community	# Homes Retrofited	Total kWh Savings	Total Therms Savings
<i>Alamo</i>	8	1438.32	515.93
<i>Bay Point</i>	1	243.44	89.2
<i>Byron</i>	1	243.44	89.2

2019 Energy Efficiency Single-Family Homes Completed - - Unincorporated			
Community	# Homes Retrofited	Total kWh Savings	Total Therms Savings
<i>Crockett</i>	0	0	0
<i>Discovery Bay</i>	1	203	79.53
<i>El Sobrante</i>	2	111.09	132.64
<i>Kensington</i>	5	455.06	434.88
<i>Rodeo</i>	3	335.69	299.62
Totals thru 9/1/19	21	3030.04	1641

Below is the data for multi-family projects in the unincorporated County in 2018; there were no multi-family projects in the unincorporated County in 2019. Data on specific communities in which multi-family projects were implemented is not available; PG&E claims that providing this information violates consumer privacy rules.

2018 Multi-Family Projects completed			
	Units	kWh Savings	Therms Savings
2018	14	5951	492.9

Cool Roofs and Shade Trees

Measure EE4

The CAP calls for 1,790 existing homes and 9 businesses to complete cool roof retrofits by 2020. In 2018 and 2019, staff reported steady increases of cool roof installations in residential and commercial buildings; we have successfully met the projected target for 2020.

Residential Cool Roof Installations

Year	# Cool Roofs Installed
2010	54
2011	46
2012	31
2013	10
2014	44
2015	73
2016	226
2017	335
2018	482
2019	527
Total	1,828

Commercial Cool Roof Installations

Year	# Cool Roofs Installed
2014	2
2016	3
2017	2
2018	8
2019	15
Total	30

Rooftop Solar

Measure RE 1

The CAP calls for 50 new homes and 2,500 existing homes to have solar arrays by 2020. The County has far exceeded this goal, issuing on average 1,500 permits annually for rooftop solar since 2014. Since the County implemented online applications in 2015, about 25% of applications have been issued electronically. In 2020, the State will require all new residential buildings to install solar.

Staff is developing systems and processes to report in the future on the geographic areas where projects are installed.

Year	Total # Residential PV Permits	# of Residential PV E-Permits
2018	1482	414
2019	1759	323

Solar on County Buildings

Measure RE 2

The County has installed nearly 5 MW of solar photovoltaics (PV) on County facilities to date. The performance target is 1 MW by 2020. The County is in progress to install solar PV at 10 more sites, many of which are also being considered for energy storage. This next wave of solar PV would result in a doubling of capacity and may include 3 MW of storage capacity. The new County Administration Building includes solar canopies on the parking lot, as well as 14 electric vehicle chargers. The new Emergency Operations Center will continue to take energy from the solar panels that were at the site previously and is being evaluated for the possibility of upgrade to Zero Net Energy with the addition of more solar capacity, as is the new Administration building.

Solar on County Facilities

Target	Actual
1 MW	5 MW

1 MW of solar PV is enough to serve 250 households in California, The County facilities will generate 5 MW in solar power, enough electricity to power 1,250 households.

Solar PV
 20 Existing Photovoltaic Systems
 6,800,000 kWh/yr Estimated Production
 4,809 tons Annual GHG Reduction
 10 Systems in-progress
 6,000,000 kWh/yr Estimated Production
 4,243 tons Annual GHG Reduction

Energy Storage
 3 Energy Storage systems in-progress
 Tons of Annual GHG Reduction and kWh/yr Estimated Production are still being projected

Energy Efficiency
 County currently pursuing Fluorescent to LED lighting projects in County facilities
 All new construction and major tenant improvements in County facilities target LEED Gold

Electric Vehicles
 16 Plug-in Electric Vehicles in County Fleet
 31 Chargers installed County-wide
 \$40,000 Cash Rebates received to date
 County Enrolled in CARB Low Carbon Fuel Standards program



Demand Response
 County has building energy management systems at 40 facilities optimizing for energy efficiency.
 County is participating in utility Demand Response programs such as Time of Use Pricing,

MCE Enrollment

Measure RE 3

Measure RE 3 is supportive and does not have numeric target. However, this is an area of significant progress. The CAP identifies community choice aggregation as a strategy for increasing the amount of renewable energy consumed in the County.

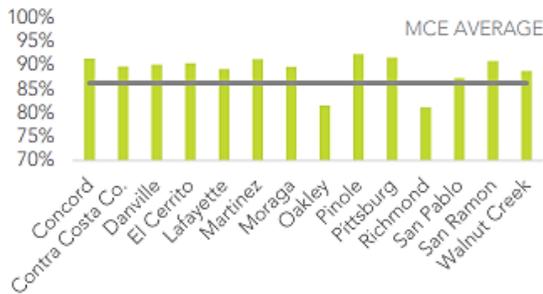
Contra Costa County Future Enrollments

City of Pleasant Hill – enrolling in Spring of 2021

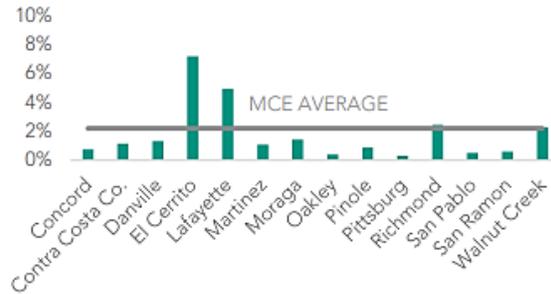
Antioch, Brentwood, Clayton, Hercules and Orinda are not considering MCE at this time



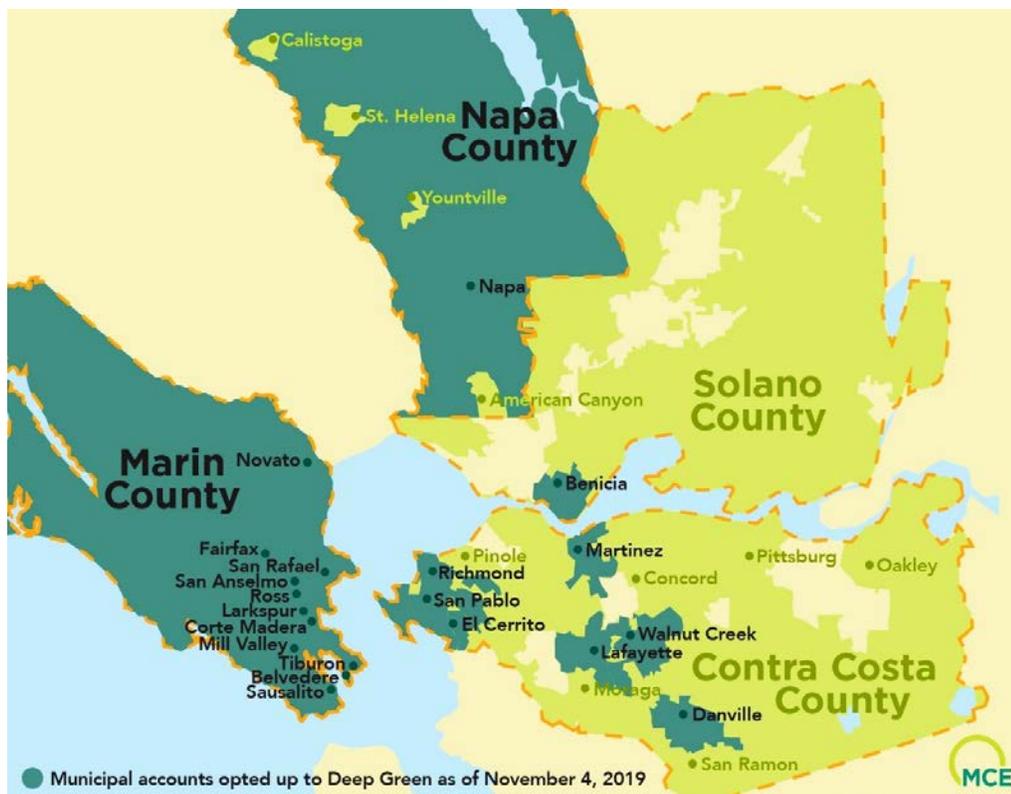
MCE Electric Account Participation Rate by Community



MCE Deep Green Account Participation Rate by Community



Community	Joined MCE	MT CO ₂ Reduced ¹	Participation Rate	Deep Green Rate	Deep Green ²
Concord	2018	2,474	91.35%	0.74%	N/A
Contra Costa	2018	3,554	89.71%	1.16%	N/A
Danville	2018	846	90.13%	1.32%	N/A
El Cerrito	2015	4,605	90.39%	7.17%	2017
Lafayette	2016	4,412	89.17%	4.92%	2017
Martinez	2018	730	91.20%	1.08%	N/A
Moraga	2018	230	89.63%	1.43%	N/A
Oakley	2018	560	81.55%	0.39%	N/A
Pinole	2018	307	92.28%	0.88%	N/A
Pittsburg	2018	2,032	91.58%	0.33%	N/A
Richmond	2013	64,504	81.12%	2.44%	2017
San Pablo	2015	4,536	87.33%	0.51%	2016
San Ramon	2018	1,458	90.83%	0.60%	N/A
Walnut Creek	2016	15,774	88.77%	2.26%	2018



Municipal accounts opted up to Deep Green as of November 4, 2019.

Financing Opportunities

Measure RE 3

The CAP calls for improving participation in programs that help finance investments in energy efficiency and renewable energy. Property Assessed Clean Energy (PACE) programs allow property owners to voluntarily join an assessment district and borrow money for the purpose of making energy or water efficiency improvements to their property. In 2018, the County authorized a third PACE provider for property owners in the unincorporated County. A total of 338 projects have been completed in unincorporated areas in Contra Costa County by 25 local contractors up to date.

The Sustainability Commission notes that the County may wish to explore other financing programs and opportunities that might better meet the needs of all County residents, particularly those in lower income brackets.

Countywide Bike Trips per Weekday

Measure LUT 1

The CAP sets a target of 33,630 average countywide bike trips per day. This is not a metric that staff has been tracking due to cost of data collection and the inherent limitations of this data across the unincorporated County. This report includes data on the action items in the CAP for this measure, including infrastructure to support bicyclists and pedestrians, pervious pavement, and grants.

The County tracks data on the development of infrastructure that supports bicyclists and pedestrians. Due to the strong correlation between the installation of new high quality infrastructure and increases in bike use, the quantity of new infrastructure is used as a proxy for bike trips. Improvements to this metric would include tracking the quantity of protected bicycle facilities (Class I or Class IV) installed and advocating for the Contra Costa Transportation Authority (CCTA) to track the type of transportation used on a countywide basis. In 2019, the County added 2.8 miles of bike lanes, 0.27 mile of sidewalk and 26 ADA curb ramps in the unincorporated County.

Alternative Fuel Vehicles

Measure LUT 2

In 2018, the County helped the Contra Costa Transportation Authority (CCTA) obtain a grant from the California Energy Commission to develop an Electric Vehicle (EV) Readiness Blueprint.³ The Blueprint was completed in July 2019. It provides CCTA, County departments, and jurisdictions within the county data, best practices, and strategies to bring about a broad transition to electric vehicles across the county. It also includes reports on workforce needs for mechanics and electricians to service electric vehicles and charging infrastructure. CCTA and the County are working now to identify funding for EVs and EV charging infrastructure. A key first step is working with all the jurisdictions in the County to adopt streamlined EV permitting, as required by Assembly Bill 1236.

Reduce Vehicle Miles Travelled

Measure LUT 4

This measure establishes targets for BART and bus trips taken by residents of the unincorporated County, and decreases in vehicle miles travelled in high occupancy vehicle lanes. For reasons similar to bike trip data, this is not something staff tracks. Such an effort would require significant coordination with BART, bus operators, and other agencies to

³ The EV Blueprint can be viewed online at <https://ccta.net/2019/07/30/ev-readiness-blueprint/>

measure. The County is in regular communication with all these agencies through regional coordinating councils and is regularly working with them to increase funding and ridership.

Reduce Waste

Measure W1

Since 2007, the State measures jurisdictional waste reduction based on the amount disposed using a pounds of disposal Per Person per Day (PPD) metric. In 2018, the unincorporated County area disposal was 2.5 PPD, which is a reduction of 0.70 PPD from our 2007 baseline, equivalent to an overall diversion rate of 68%.

The County's corresponding annual PPD reduction of .60 tons exceeded the 2020 performance target requiring a .42 tons reduction.

In terms of the annual disposal tonnage target, the County achieved a 77,572 tons solid waste reduction compared to the 2020 baseline requiring 90,850 tons.

Reduce Methane and Other Emissions

Measure W2

Based on 2018 surface emission monitoring performed in operating landfills, the County achieved a 75% methane emissions capture rate compared to the 80% rate established in the CAP, which means this goal was not achieved.

It is not feasible to assess exact progress for this goal because unless methane emissions are captured, they cannot be measured.

Streetlights and Traffic Signals

Measure GO 1

The CAP sets a goal of replacing 7,210 lightbulbs in County facilities. All of the streetlights in the County, both those owned by the County -- 1,800 -- and those owned by PG&E -- 5,800 -- have been converted to LED as have all traffic signals in the unincorporated County. The conversion to LED of all street lights was completed in 2016 and the County has a regular program to upgrade lighting in County buildings. The County is currently reviewing maintenance and planning to accommodate for a conversion to next generation LED technology; such conversion would not be initiated until after 2024.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: East Bay Regional Planning Unit

RECOMMENDATION(S):

APPROVE and AUTHORIZE the chair, Board of Supervisors, to execute the Memorandum of Understanding for the EastBay Works Partnership / East Bay Regional Planning Unit to provide a framework for implementation of regionally funded initiatives.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) Section 106 includes a requirement that the Governor identify planning regions in the state and enumerates specific elements that must be considered as part of this process. The purpose of identifying regions is to align workforce development activities and resources with larger regional economic development areas and available resources to provide coordinated and efficient services to job seekers and employers.

The California Workforce Development Board (CWDB) has designated the County of Alameda Workforce Development Board (ACWDB), County of Contra Costa Workforce Development Board (WBDCCC),

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Elaine Burres
608-4960

cc:

BACKGROUND: (CONT'D)

City of Oakland and City of Richmond, collectively, as the East Bay Regional Planning Unit (EBRPU) for the purpose of implementing regionally funded initiatives, primarily but not limited to subgrants under WIOA.

The CWDB is allocating resources (funding) to the regional planning units. This MOU establishes a framework under which the Lead Subgrantee shall contract with the other Workforce Boards in a separate services agreement for each WIOA Subgrant in order to allocate current and future WIOA Subgrants and to implement programs on behalf of the EBRPU more efficiently. This MOU also establishes a “Lead Agent” framework for other regionally funded initiatives to implement programs on behalf of the EBRPU more efficiently.

The MOU includes provisions to facilitate coordination between the four local workforce development areas comprising the EBRPU and streamline the contracting process for regionally funded activities. It contains provisions for opting out of a grant opportunity, alternative dispute resolution, and mutual indemnification. Each of the four EBRPU members will sign on to this MOU.

CONSEQUENCE OF NEGATIVE ACTION:

Coordination between the four local workforce boards is vital to the introduction of regional funding and the leveraging of resources to the greatest effect to improve the workforce system in the East Bay. Without approval of this MOU, allocating funds regionally per the direction of the CWDB will be more challenging to manage and allocate across the four local areas within the region.

ATTACHMENTS

East Bay Regional Planning Unit MOU
MOU Signature Page

MEMORANDUM OF UNDERSTANDING FOR THE EASTBAY WORKS PARTNERSHIP / EAST BAY REGIONAL PLANNING UNIT

This Memorandum of Understanding (MOU) is made and entered into this first day of January, 2020 (Effective Date) by and between the four local workforce development areas consisting of: County of Alameda, County of Contra Costa, City of Oakland and City of Richmond, each a "Party" and collectively, "Parties".

RECITALS

WHEREAS, the Governor of California defined the County of Alameda, County of Contra Costa, City of Oakland, and City of Richmond to be four local workforce development areas; and

WHEREAS, the California Workforce Development Board (CWDB) has designated the County of Alameda Workforce Development Board (ACWDB), County of Contra Costa Workforce Development Board (WBDCCC), City of Oakland and City of Richmond, collectively, as the East Bay Regional Planning Unit (EBRPU) for the purpose of implementing regionally funded initiatives, primarily but not limited to subgrants (Subgrants) under the Workforce Innovation and Opportunity Act (WIOA); and

WHEREAS, the four local workforce boards have a strong history of working collectively as the EASTBAY *Works* partnership, which was established to streamline processes, reduce duplication, and manage similar services. The EASTBAY *Works* recognizes the value of having regional activities and regional service standards.

WHEREAS, any of the EBRPU may receive funding and/or grants for regional planning, plan implementation, staff and workforce system training, and expansion of regional initiatives; and

WHEREAS, although the WIOA Subgrants are intended to fund the collective activities of the EBRPU, the CWDB awards the WIOA Subgrants to any of the four local workforce boards, as the lead subgrantee designated by the CWDB (Lead Subgrantee); and

WHEREAS, the four local workforce boards, collectively as the EASTBAY *Works* partnership or EBRPU, desire to coordinate, jointly carry out tasks, and share in the regional funds; and

WHEREAS, this MOU establishes a framework under which the Lead Subgrantee shall contract with the other Parties in a separate services agreement for each WIOA Subgrant in order to allocate current and future WIOA Subgrants and to implement programs on behalf of the EBRPU more efficiently; and

WHEREAS, this MOU also establishes a "Lead Agent" framework for other regionally funded initiatives to implement programs on behalf of the EBRPU more efficiently; and

WHEREAS, coordination between the four local workforce boards is vital to the introduction of regional funding and the leveraging of resources to the greatest effect to improve the workforce system in the East Bay;

NOW THEREFORE, for and in consideration of the mutual covenants, conditions and advantages herein stated, the Parties hereto agree as follows:

SECTION I
LEAD AGENT / WIOA SUBGRANTEE

- 1.1 Recitals. The aforementioned Recitals are true and correct and incorporated herein by this reference.
- 1.2 Authority of the Lead Agent / WIOA Subgrantee. The Lead Agent / WIOA Subgrantee shall be any Party who volunteers to proceed as the Lead Agent / WIOA Subgrantee with the approval of the other Parties. The Lead Agent / WIOA Subgrantee shall have the authority to move the grant application and management process forward. The Lead Agent / WIOA Subgrantee is the fiscal agent with responsibilities to: (1) liaison with the funding agency; (2) communicate expectations; and (3) manage reporting and performance requirements.
- 1.3 Opt-Out Provision. Any Party may opt-out of participating in any grant application or WIOA Subgrant by indicating in writing or verbally with written confirmation after the Parties discuss applying for the Subgrant. Notice of a Party's desire to opt-out can be made by electronic mail, or by telephone call with confirming electronic mail, to the representatives identified in Section 4.2.

SECTION II
GRANT / WIOA SUBGRANT FUNDS

- 2.1 Funding Information. Information pertaining to the grant / WIOA Subgrants shall be shared among the Parties as set forth in each Service Agreement created pursuant to Section 2.2.
- 2.1.1 Compliance with Grant / WIOA Subgrant. The Lead Agent / WIOA Subgrantee shall be responsible for compliance with all terms and conditions of the applicable grant / WIOA Subgrant, and any amendments thereto, including but not limited to, any and all applicable reporting, accounting, and financial disclosure requirements. The Parties shall manage and expend the grant/ WIOA Subgrant funds in accordance with the terms and conditions of the grant / WIOA Subgrant, any and all applicable federal and state laws, their applicable county or city policies, this MOU, and the applicable Service Agreement.
- 2.2 Service Agreement. In order to share the funds as the EBRPU, the Parties are hereby authorized to enter into Service Agreements for each grant / WIOA Subgrant. The Parties will develop and approve a template Service Agreement; changes must be approved by the Parties' legal counsels in accordance with each Party's authorized approval process.
- 2.2.1 The following sections 2.2.2 and 2.2.3 are optional and only apply to the Party whose corresponding public agency chooses to adopt and implement them. The provisions will not apply in the absence of specific approval communicated to the Party by the Party's Board of Supervisors or City Council, and do not impose on any Party or its corresponding agency any obligation to depart from the Party's customary processes and requirements in connection with accepting funds and entering into contract and/or amendments.
- 2.2.2 Increases to Service Agreement; Additional Funds. Pursuant to the delegation of authority approved by each Party's Board of Supervisors or City Council in connection with the approval of this MOU, in the event that additional funds are

allocated by the funder or CWDB for a grant / WIOA Subgrant, the Parties may increase the Total Grant Allotment set forth in the related Service Agreement in an amount not to exceed \$200,000 without first obtaining approval from each Party's respective Board of Supervisors or City Council. Any increase to an existing Total Grant Allotment in excess of \$200,000 requires the approval of each Party's Board of Supervisors or City Council.

2.2.3 Extensions of Time. Pursuant to the delegation of authority approved by each Party's Board of Supervisors or City Council in connection with the approval of this MOU, in the event that an extension of time is needed to complete the initiative and approved by the funder or CWDB for a grant / WIOA Subgrant, the Parties may extend the time as set forth in the related Service Agreement by a period of time not to exceed six (6) months without first obtaining approval from each Party's respective Board of Supervisors or City Council. Any increase to the term of a Service Agreement in excess of six (6) months requires the approval of each Party's Board of Supervisors or City Council.

2.3 Pass-Through; No Independent Liability. The purpose of this MOU and the related Service Agreements is to provide a mechanism by which the Lead Agent / WIOA Subgrantee can share the funds received from the grantor or CWDB with the other Party. There shall be no obligation under this MOU to make payment of funds if such funds are not received through the grant or WIOA Subgrant.

SECTION III **EFFECTIVE DATE AND TERM**

3.1 Term. The Term of this MOU will commence on the Effective Date, set forth in the introductory paragraph above, and automatically renew each fiscal year, unless terminated earlier by the Parties as provided in Section 4.4.

SECTION IV **GENERAL PROVISIONS**

4.1 Indemnification. Each Party agrees to defend, indemnify and hold harmless the other Party and its officers, officials, board of supervisors, councilmembers, employees or agents from and against any damages including, but not limited to, reasonable attorneys' fees, expert and consultant fees, and other costs and fees of litigation, to the extent arising out of the alleged gross negligence, intentional or willful misconduct of the Party, its representatives, officers, officials, board of supervisors, city councils, employees or agents in the performance of this MOU.

It is the intent of the Parties that where negligence or responsibility for injury or damages is determined to have been shared, principles of comparative negligence will be followed, and each Party shall bear the proportionate cost of any loss, damage, expense and liability attributable to that Party's negligence. In the event a claim or suit is filed, and liability is based on the active conduct of two or more of the Parties, then such Parties shall cooperate and contribute to the defense and indemnity of the claim or suit on an equal basis until such time as comparative negligence is established and damages apportioned. At that time, the responsible Parties shall reimburse the other Party of its costs in accordance with its proportionate share of liability.

The Parties shall promptly notify each other in writing to the representative identified in Section 4.2 of any claims or demand which arise and for which indemnification is sought. The terms of this Section shall survive the termination of this MOU.

The Parties each hereby certify that they have adequate insurance, self-insured retentions or other self-insurance programs sufficient to meet any obligation arising under this Section 4.1.

- 4.2 Notices. Any notices, bills, invoices, or reports relating to this MOU and any request, demand, statement or other communication required or permitted hereunder shall be in writing to the addresses set forth below and shall be deemed to have been received on (a) the day of delivery, if delivered by hand during regular business hours or by confirmed facsimile during regular business hours; or (b) on the third business day following deposit in the United States mail postage prepaid.

County of Alameda

Alameda County Workforce Development Board
14100 Amador Street, 6th Floor
Hayward, California 94544
Attn: Executive Director ACWDB
Fax #: (510) 259-3845

County of Contra Costa

Workforce Development Board of Contra Costa County
4071 Port Chicago Highway, Suite 250
Concord, California 94520
Attn: Executive Director WDBCC
Fax #: (925) 228-0238

City of Oakland

City of Oakland Economic & Workforce Development Department
250 Frank Ogawa Plaza, Suite 3315
Oakland, California 94612
Attn: Executive Director WDB
Fax #: (510) 238-3691

City of Richmond

City of Richmond Workforce Development Board
330 25th Street
Richmond, California 94801
Attn: Executive Director WDB
Fax #: (510) 307-8072

- 4.3 Alternative Dispute Resolution. The Parties agree that before any Party commences any legal or equitable action, action for declaratory relief, suit, proceeding, or arbitration that the Parties shall first submit the dispute to mediation through a mutually acceptable professional mediator to be held at a mutually agreed upon location. Each Party shall bear its own expenses and costs associated with the mediation. The cost of the mediator shall be shared equally by the Parties.

- 4.4 Termination. Any Party may terminate its participation in this MOU for any reason by giving thirty (30) days' advance written notice to the designated representative of the other Parties as identified in Section 4.2. The Parties may terminate this MOU upon mutual agreement, which is effective immediately upon a written mutual agreement to terminate.
- 4.5 Legal Authority. Nothing in this MOU binds the Parties to perform any action that is beyond its legal authority.
- 4.6 Conflict of Interest. No member, elected or appointed official or employee of the Parties, shall have any personal interest, direct or indirect, in this MOU nor shall any such member, elected or appointed official or employee participate in any decision relating to this MOU which affects his or her personal interest or interests of any corporation, partnership or association in which he or she is directly or indirectly interested.
- 4.7 Interpretation, Governing Law, and Venue. This MOU and any dispute arising hereunder shall be governed and interpreted in accordance with the laws of the State of California. This MOU shall be construed as a whole according to its fair language and common meaning to achieve the objectives and purposes of the Parties hereto, and the rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not be employed in interpreting this MOU. All Parties have been represented by counsel in the negotiation and preparation hereof. Any legal action related to the performance or interpretation of this MOU shall be filed only in the Superior Court of the State of California located in either the County of Alameda or the County of Contra Costa, depending upon which Party is the Lead Agent / WIOA Subgrantee. The Parties waive any provision of law providing for a change of venue to another location.
- 4.8 No Third-Party Beneficiaries. This MOU is made and entered into for the sole protection and benefit of the Parties hereto and shall not create any rights in any third parties. No other person or entity shall have any right of action based upon the provisions of this MOU.
- 4.9 Section Headings. The Section headings herein are for the convenience of the Parties only and shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or intent of the provisions or language of this MOU.
- 4.10 Compliance with Laws and Regulations. By executing this MOU, the Parties agree to comply with all applicable federal, state and local laws, regulations, and ordinances.
- 4.11 Waiver. Failure by a Party to insist upon the strict performance of any of the provisions of this MOU by the other Party, or the failure by a Party to exercise its rights upon the default of the other Party, shall not constitute a waiver of such Party's right to insist and demand strict compliance by the other Party with the terms of this MOU thereafter.
- 4.12 Severability. Each paragraph and provision of this MOU is severable from each provision, and in the event any provision in this MOU is held by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
- 4.13 Authority to Exercise. The persons executing this MOU or exhibits attached hereto on behalf of the Parties to this MOU hereby warrant and represent that they have the

authority to execute this MOU and warrant and represent that they have the authority to bind the respective Parties to this MOU to the performance of its obligations hereunder.

- 4.14 Amendments. Except as otherwise provided for herein, this MOU may be amended in writing from time-to-time by the Parties acting through their respective Board of Supervisors or City Council, or their designees, as needed.
- 4.15 Exhibits; Precedence. All documents referenced as exhibits in this MOU are hereby incorporated in this MOU. In the event of any material discrepancy between the express provisions of this MOU and the provisions of the grant / WIOA Subgrants or the Service Agreement, the order of precedence shall be as follows: (1) grant / WIOA Subgrant funding agreement and any amendments thereto, (2) the Service Agreement, and (3) this MOU.
- 4.16 Independent Contractor. Each Party to this MOU shall have no power to incur any debt, obligation, or liability on behalf of another Party to this MOU or otherwise act as an agent of another Party.
- 4.17 Equal Employment and Non-Discrimination. All Parties agree to comply with all applicable federal, state and local anti-discrimination laws, regulations, and ordinances and shall not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, agent of the Parties, or recipient of services contemplated to be provided or provided under this Agreement, because of race, ancestry, marital status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, gender, gender identity, gender expression, age (over 40), medical condition (including HIV and AIDS), genetic information, physical disability, mental disability, or military and veteran status. Each Party shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of the Parties' employees and agents, and recipients of services are free from such discrimination and harassment.
- All Parties represent that they are in compliance with and agree to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. §§12101 et seq.), the Fair Employment and Housing Act (Government Code §§ 12900 et seq.), and the regulations and guidelines issued pursuant thereto.
- 4.18 Cooperation; Further Act. The Parties shall cooperate fully with one another and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this MOU.
- 4.19 Entire Agreement. This MOU, including all exhibits and attachments hereto, is intended by the Parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof oral or written, in connection therewith.
- 4.20 Counterparts. This MOU may be executed in duplicate counterparts, each of which shall be deemed a duplicate original. This MOU shall be deemed executed when it has been signed by all Parties.

AS REPRESENTED BY THE SIGNATURES CONTAINED HEREIN, THE SIGNATORIES BELOW AGREE TO THE ABOVE PROVISIONS, PROCESSES, AND PROCEDURES AS STATED ABOVE.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their duly authorized representatives on the date set forth below.

COUNTY OF CONTRA COSTA, a political
subdivision of the State of California

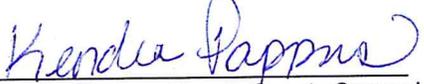
Dated: _____

Candace Andersen, Chair
Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:
Sharon L. Anderson, County Counsel

By: 
Kendra Pappas, Deputy County Counsel



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: December 2019 Operations Update of the Employment and Human Services Department, Community Services Bureau

RECOMMENDATION(S):

ACCEPT the December 2019 Operations Update of the Employment and Human Services Department, Community Services Bureau as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Employment and Human Services Department submits a monthly report to the Contra Costa County Board of Supervisors (BOS) to ensure communication and updates to the County Administrator and BOS regarding any and all issues pertaining to the Head Start Program and Community Services Bureau.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Elaine Burres
608-4960

cc:

ATTACHMENTS

CSB Dec 2019 CAO Report

CSB Dec 2019 HS Financials

CSB Dec 2019 EHS Financials

CSB Dec 2019 EHS CC Partnership Financials

CSB Dec 2019 LIHEAP

CSB Dec 2019 Credit Card Report

CSB Dec 2010 CACFP Child Nutrition

CSB Dec 2019 Menu



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: December 2019

News /Accomplishments

- On December 6, 2019, the Community Services Bureau (CSB) received official notice from the Office of Head Start (OHS) that the federal Focus Area 2 (FA2) monitoring review will be held February 10-14, 2020. This review is designed to broaden OHS's understanding of each grantee's performance and to determine if programs are meeting the requirements of the Head Start Program Performance Standards (HSPPS), Uniform Guidance, and the Head Start Act. During the review, a team of federal reviewers will be onsite to conduct ERSEA Child File Review, Data Tours, Center and Classroom Explorations, Management Team Discussions, Teacher Discussions, Governing Body and Policy Council Discussions, Parent Discussions, and Fiscal Explorations.
- CSB completed its annual Self-Assessment on December 13, 2019. Consultant, Jerry Gomez and three reviewers with experience in Federal monitoring joined parents, board members and CSB staff to conduct the review. Mr. Gomez was impressed with the overall results and stated "I need to tell you that I've done close to 200 Federal reviews when I was in the Regional Office and then close to that same number as a consultant in the last 15 years. I've never seen a review with as many strengths and positive observations as are contained in your report!" CSB received a total of 77 overall strengths and positive observations, and only three non-compliances, which are: record keeping and data entry inaccuracies in enrollment and eligibility, 9 out of 28 contracts were signed after the date the contract began, and the delegate agency, First Baptist, is under-enrolled at 91.8%. Corrective action plans have been implemented to address these issues.
- CSB was selected to participate in the Early Head Start (EHS) Family and Child Experience Survey, known as Baby FACES 2020 in the spring. Mathematica Policy Research in collaboration with Administration for Children and Families (ACF) will conduct the survey. A team of Mathematica staff will conduct classroom observations at randomly selected directly operated, partner and delegate agency EHS classrooms, and will conduct survey interviews with EHS parents, teachers, home visitors, center directors and the program director. Information collected from CSB and other Baby FACES participants will be summarized in a series of reports that will provide rich information about how Early Head Start programs promote the development of infants and toddlers through responsive relationships among caregivers, parents, and children; comprehensive supports for families; and the provision of quality child Care and home visiting.
- The Early Head Start – Home Based option was identified as a California evidence-based home visiting model. California Home Visiting Program (CHVP) invited CSB to participate


1470 Civic Court,
Suite 200
Concord, CA
94520


P: 925 681 6300
F: 925 313 8301


www.cccounty.us/ehsd



in the process that will support CHVP in conducting a comprehensive 2020 Home Visiting Needs Assessment.

- Site Supervisors and Education Managers participated in the first series of leadership trainings through Lead, Learn, Excel on December 3 and 4. The training program of one year will focus on developing the knowledge and skills of instructional leaders to fuel everyday learning.
- Assistant Directors and the Education Team worked to ensure that the Desired Results Development Profile (DRDP) Assessment data was entered and available for the Baseline Child Outcomes Report, which will be available in coming months.
- Marsh Creek successfully passed the National Association for the Education of Young Children (NAEYC) reaccreditation process, and Los Arboles was invited to be featured in California Association for the Education of Young Children (CAAEYC) e-connection journal to be highlighted as an NAEYC accredited site.
- The Economic Opportunity Council completed and finalized awarding for the Request for Information (RFI), and have selected the following 13 subcontractors to receive Community Services Block Grant funding for 2020 for a total of \$400,000 to continue supporting low-income programs in the community:
 - Bay Area Community Resources
 - CC Health Services Homeless Program
 - Contra Costa Interfaith Program
 - Contra Costa Clubhouse, Inc.
 - Greater Richmond Interfaith Program
 - LAO Family Community Development
 - Loaves and Fishes of Contra Costa
 - Monument Crisis Center
 - Monument Impact
 - Opportunity Junction
 - Shelter, Inc. of Contra Costa
 - St. Vincent de Paul of Contra Costa County
 - STAND! For Families Free of Violence

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 97.61%
- Early Head Start enrollment: 100.6%
- Early Head Start Child Care Partnership #1 enrollment: 98.6%
- Early Head Start Child Care Partnership #2 enrollment: 102.1%
- Head Start Average Daily Attendance: 81.8%
- Early Head Start Average Daily Attendance: 83.4%
- Early Head Start Child Care Partnership (CCP) Attendance:
 - CCP 1: 94.9%

cc: Policy Council Chair
Administration for Children and Families
Program Specialist, Chris Pflaumer

- CCP 2: 81.2%
- o Stage 2: 541 families and 791 children
- o CAPP: 122 families and 228 children
 - In total: 663 families and 1019 children
 - Incoming transfers from Stage 1: 21 families and 31 children
- o LIHEAP: 358 households have been assisted
- o Weatherization: 18 households have been assisted

b. Staffing:

- o During the month of December, CSB conducted interviews to fill permanent Site Supervisor III vacancies, and a Site Supervisor II vacancy. Interviews were also conducted to fill a Master Teacher vacancy and two Infant/Toddler Associate Teacher vacancies. Qualified candidates were identified and the Bureau is working with the County's HR Department on the hiring process.
- o Interviews to fill clerical and various teaching vacancies are scheduled in the coming weeks, and recruitment will open to fill a vacant Comprehensive Services Manager-Project position.
- o CSB continues to interview to build its substitute teaching pool.

II. Emerging Issues and Hot Topics:

- On December 16, the National Head Start Association announced that the U.S Senate passed the appropriations bill, which includes more than \$10.6 billion in funding for Head Start in FY20. The bill includes increased funding for the following priorities.
 - o \$250 million for Quality Improvement Funding, including increasing services from mental health professionals to provide expert care and counseling to families and the Head Start workforce; providing staff training on trauma-informed approaches to service delivery; and adding staff to Head Start classrooms.
 - o An increase of \$100 million (\$905 million total) for the expansion of Early Head Start and Early Head Start-Child Care Partnerships, adding additional slots for eligible infants and toddlers.
 - o \$4 million for re-establishing the Tribal Colleges and Universities Head Start Partnership Program to increase the pool of Native American educators who meet the national standards for qualified Head Start teachers.
 - o \$193 million for a cost-of-living adjustment—an increase of just under 2%—to support and retain a qualified Head Start workforce.

cc: Policy Council Chair
 Administration for Children and Families
 Program Specialist, Chris Pflaumer

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2019

AS OF NOVEMBER 2019

DESCRIPTION	NOVEMBER YTD Actual	Total Budget	Remaining Budget	92% %YTD
a. PERSONNEL	\$ 3,923,848	\$ 4,450,813	\$ 526,965	88%
b. FRINGE BENEFITS	2,524,691	2,769,062	244,371	91%
d. EQUIPMENT	-	24,000	24,000	0%
e. SUPPLIES	276,490	235,500	(40,990)	117%
f. CONTRACTUAL	2,179,631	2,843,120	663,489	77%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	3,760,755	5,688,329	1,927,574	66%
I. TOTAL DIRECT CHARGES	\$ 12,665,414	\$ 16,010,824	\$ 3,345,410	79%
j. INDIRECT COSTS	900,853	903,555	2,702	100%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 13,566,266	\$ 16,914,379	\$ 3,348,113	80%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 3,853,504</i>	<i>\$ 4,228,595</i>	<i>\$ 375,091</i>	<i>91%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2019

AS OF NOVEMBER 2019

1	2	3	4	5	6
	Actual Nov-19	Total YTD Actual	Total Budget	Remaining Budget	92% % YTD
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	337,047	3,631,106	4,010,723	379,617	91%
Temporary 1013	17,450	292,741	440,090	147,349	67%
a. PERSONNEL (Object class 6a)	354,497	3,923,848	4,450,813	526,965	88%
b. FRINGE (Object Class 6b)	242,263	2,524,691	2,769,062	244,371	91%
d. EQUIPMENT (Object Class 6d)	-	-	24,000	24,000	-
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	20,567	72,310	65,000	(7,310)	111%
2. Child and Family Services Supplies (Includes classroom Suppli	129	72,362	80,000	7,638	90%
4. Other Supplies					
Health and Safety Supplies	-	-	1,000	1,000	0%
Computer Supplies, Software Upgrades, Computer Replacem	12,207	114,616	60,000	(54,616)	191%
Health/Safety Supplies	-	3,807	7,000	3,193	54%
Mental helath/Diasabilities Supplies	-	-	1,000	1,000	
Miscellaneous Supplies	-	11,818	12,000	182	98%
Emergency Supplies	-	198	1,000	802	20%
Employee Morale	451	1,379	2,500	1,121	55%
Household Supplies	-	-	6,000	6,000	0%
TOTAL SUPPLIES (6e)	33,354	276,490	235,500	(40,990)	117%
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	20,788	146,701	95,000	(51,701)	154%
Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)	-	(226,139)	(630,000)	(403,861)	36%
Health Consultant	2,560	35,140	55,000	19,860	64%
5. Training & Technical Assistance - PA11					
Interaction	-	-	5,000	5,000	0%
Diane Godard (\$50,000/2)	-	9,125	9,000	(125)	101%
Josephine Lee (\$35,000/2)	1,200	2,812	5,000	2,188	56%
Susan Cooke (\$60,000/2)	7,483	13,708	10,000	(3,708)	137%
7. Delegate Agency Costs					
First Baptist Church Head Start PA22	-	1,649,419	2,194,788	545,369	75%
First Baptist Church Head Start PA20	-	-	8,000	8,000	0%
8. Other Contracts					
FB-Fairgrounds Partnership (Wrap)	-	35,976	74,212	38,236	48%
FB-Fairgrounds Partnership	-	79,875	163,600	83,725	49%
FB-E. Leland/Mercy Housing Partnership	-	10,800	20,000	9,200	54%
Martinez ECC (18 HS slots x \$225/mo x 12/mo)	34,088	88,088	108,000	19,913	82%
Tiny Toes	2,727	7,727	72,720	64,994	11%
YMCA of the East Bay (20 HS slots x \$225/mo x 12/mo)	-	326,400	652,800	326,400	50%
f. CONTRACTUAL (Object Class 6f)	68,846	2,179,631	2,843,120	663,489	77%
h. OTHER (Object Class 6h)					
2. Bldg Occupancy Costs/Rents & Leases	70,279	462,301	496,000	33,699	93%
(Rents & Leases/Other Income)	-	-	-	-	
4. Utilities, Telephone	33,648	126,838	164,000	37,162	77%
5. Building and Child Liability Insurance	-	1,733	3,000	1,267	58%
6. Bldg. Maintenance/Repair and Other Occupancy	(57,449)	304,170	467,000	162,830	65%
8. Local Travel (55.5 cents per mile effective 1/1/2012)	4,206	33,893	62,000	28,107	55%
9. Nutrition Services					
Child Nutrition Costs	39,594	281,264	322,000	40,736	87%
(CCFP & USDA Reimbursements)	(752)	(141,406)	(85,000)	56,406	166%
13. Parent Services					
Parent Conference Registration - PA11	-	2,075	10,000	7,925	21%
Parent Resources (Parenting Books, Videos, etc.) - PA11	-	831	1,000	169	83%
PC Orientation, Trainings, Materials & Translation - PA11	-	825	7,600	6,775	11%
Policy Council Activities	17	2,060	2,000	(60)	103%
Male Involvement Activities	-	-	500	500	0%
Parent Activities (Sites, PC, BOS luncheon) & Appreciation	-	1,163	7,000	5,837	17%
Child Care/Mileage Reimbursement	-	4,918	7,500	2,582	66%
14. Accounting & Legal Services					
Auditor Controllers	925	3,987	5,000	1,013	80%
Data Processing/Other Services & Supplies	6,526	14,245	16,500	2,255	86%
15. Publications/Advertising/Printing					
Outreach/Printing	-	-	100	100	0%
Recruitment Advertising (Newspaper, Brochures)	50	50	1,400	1,350	4%
16. Training or Staff Development					
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEY)	-	41,808	41,959	151	100%
Staff Trainings/Dev. Conf. Registrations/Memberships - PA11	6,303	99,344	99,785	441	100%
17. Other					
Site Security Guards	181	17,775	47,000	29,225	38%
Dental/Medical Services	-	-	2,000	2,000	0%
Vehicle Operating/Maintenance & Repair	7,140	104,694	145,000	40,306	72%
Equipment Maintenance Repair & Rental	5,917	152,261	205,000	52,739	74%
Dept. of Health and Human Services-data Base (CORD)	833	8,341	9,500	1,159	88%
Field Trips	-	-	30,000	30,000	0%
Other Operating Expenses (Facs Admin/Other admin)	102,722	320,732	243,205	(77,527)	132%
Other Departmental Expenses	466,399	1,916,851	3,377,280	1,460,429	57%
h. OTHER (6h)	686,538	3,760,755	5,688,329	1,927,574	66%
i. TOTAL DIRECT CHARGES (6a-6h)	1,385,497	12,665,414	16,010,824	3,345,410	79%
j. INDIRECT COSTS	-	900,853	903,555	2,702	100%
k. TOTALS (ALL BUDGET CATEGORIES)	1,385,497	13,566,266	16,914,379	3,348,113	80%
Non-Federal Share (In-kind)	346,374	3,853,504	4,228,595	375,091	91%

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
EARLY HEAD START PROGRAM
BUDGET PERIOD JANUARY - DECEMBER 2019
AS OF NOVEMBER 2019

DESCRIPTION	November YTD Actual	Total Budget	Remaining Budget	92% % YTD
a. PERSONNEL	\$ 231,944	\$ 294,506	\$ 62,562	79%
b. FRINGE BENEFITS	151,105	146,451	(4,654)	103%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	19,708	17,300	(2,408)	114%
f. CONTRACTUAL	648,081	2,049,140	1,401,059	32%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	675,469	1,133,075	457,606	60%
I. TOTAL DIRECT CHARGES	\$ 1,726,307	\$ 3,640,472	\$ 1,914,165	47%
j. INDIRECT COSTS	57,916	50,672	(7,244)	114%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 1,784,224	\$ 3,691,144	\$ 1,906,920	48%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 439,536</i>	<i>\$ 922,786</i>	<i>\$ 483,250</i>	<i>48%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
EARLY HEAD START PROGRAM
BUDGET PERIOD JANUARY - DECEMBER 2019
AS OF NOVEMBER 2019

1	2	3	4	5	6
	Actual Nov-19	Total YTD Actual	Total Budget	Remaining Budget	92% % YTD
Expenditures					
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	26,679	216,584	233,399	16,815	93%
Temporary 1013	225	15,361	61,107	45,746	25%
a. PERSONNEL (Object class 6a)	26,903	231,944	294,506	62,562	79%
b. FRINGE (Object Class 6b)	24,944	151,105	146,451	(4,654)	103%
d. EQUIPMENT (Object Class 6d)	-	-	-	-	
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	3,805	5,419	4,000	(1,419)	135%
2. Child and Family Serv. Supplies/classroom St	-	8,878	7,700	(1,178)	115%
4. Other Supplies	-	-	-	-	
Computer Supplies, Software Upgrades, Con	3,821	3,821	3,500	(321)	109%
Miscellaneous Supplies	-	1,580	2,000	420	79%
Household Supplies	142	10	100	90	10%
e. SUPPLIES (Object Class 6e)	7,769	19,708	17,300	(2,408)	114%
f. CONTRACTUAL (Object Class 6f)					
2. Health/Disabilities Services	-	-	-	-	
Health Consultant	-	2,500	7,800	5,300	32%
Other Health/Dental Services Costs	-	-	-	-	
5. Training & Technical Assistance - PA11	-	-	-	-	
Interaction	-	-	5,500	5,500	0%
Diane Godard	-	-	7,500	7,500	0%
Josephine Lee (\$35,000/2)	-	2,886	5,000	2,114	58%
Susan Cooke (\$60,000/2)	-	1,725	6,500	4,775	27%
8. Other Contracts	-	-	-	-	
FB-Fairgrounds Partnership	6,060	77,060	115,140	38,080	67%
FB-E. Leland/Mercy Housing Partnership	8,080	63,080	150,800	87,720	42%
Apiranet	-	413,000	862,040	449,040	48%
Apiranet HVI	-	(159,882)	350,000	509,882	-46%
Cameron School	-	24,240	96,960	72,720	25%
Crossroads	12,625	118,360	161,540	43,180	73%
Martinez ECC	32,320	105,112	121,960	16,848	86%
YMCA	-	-	158,400	158,400	0%
f. CONTRACTUAL (Object Class 6f)	59,085	648,081	2,049,140	1,401,059	32%
h. OTHER (Object Class 6h)					
2. Bldg Occupancy Costs/Rents & Leases (Rents & Leases/Other Income)	410	939	1,800	861	52%
4. Utilities, Telephone	1,481	2,771	2,700	(71)	103%
5. Building and Child Liability Insurance	-	-	-	-	
6. Bldg. Maintenance/Repair and Other Occupa	2,213	2,650	2,300	(350)	115%
8. Local Travel (55.5 cents per mile)	124	2,634	4,100	1,466	64%
9. Nutrition Services	-	-	-	-	
Child Nutrition Costs	-	-	300	300	0%
13. Parent Services	-	-	-	-	
Parent Conference Registration - PA11	-	-	4,000	4,000	0%
PC Orientation, Trainings, Materials & Trans	-	1,280	4,000	2,720	32%
Policy Council Activities	-	-	-	-	
Parent Activities (Sites, PC, BOS luncheon)	-	1,198	1,400	202	86%
Child Care/Mileage Reimbursement	-	690	700	10	99%
14. Accounting & Legal Services	-	-	-	-	
Auditor Controllers	-	-	500	500	0%
Data Processing/Other Services & Supplies	2,043	4,086	3,000	(1,086)	136%
15. Publications/Advertising/Printing	-	-	-	-	
Recruitment Advertising (Newspaper, Brochu	-	-	100	100	
16. Training or Staff Development	-	-	-	-	
Agency Memberships (WIPFLI, Meeting Fee	-	26	2,200	2,174	1%
Staff Trainings/Dev. Conf. Registrations/Mei	-	9,174	48,244	39,070	19%
17. Other	-	-	-	-	
Site Security Guards	175	1,628	2,000	372	
Vehicle Operating/Maintenance & Repair	266	10,743	14,000	3,257	77%
Equipment Maintenance Repair & Rental	535	2,407	5,000	2,593	48%
Dept. of Health and Human Services-data Ba	-	-	1,000	1,000	
Other Operating Expenses (Facs Admin/Othe	(8,739)	19,439	60,000	40,561	32%
Other Departmental Expenses	59,203	615,804	975,731	359,927	
h. OTHER (6h)	57,710	675,469	1,133,075	457,606	60%
i. TOTAL DIRECT CHARGES (6a-6h)	176,411	1,726,307	3,640,472	1,914,165	47%
j. INDIRECT COSTS	-	57,916	50,672	(7,244)	114%
k. TOTALS - ALL BUDGET CATEGORIES	176,411	1,784,224	3,691,144	1,906,920	48%
Non-Federal Match (In-Kind)	44,103	439,536	922,786	483,250	48%

CONTRA COSTA COUNTY-COMMUNITY SERVICES BUREAU

EARLY HEAD START- CC PARTNERSHIP #1

BUDGET PERIOD JULY 2019 - JUNE 2020

AS OF NOVEMBER 2019

DESCRIPTION	NOVEMBER YTD Actual	Total Budget	Remaining Budget	42% % YTD
a. PERSONNEL	\$ 84,482	\$ 305,109	\$ 220,627	28%
b. FRINGE BENEFITS	54,302	212,143	157,841	26%
c. TRAVEL	-	7,000	7,000	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	1,766	24,100	22,334	7%
f. CONTRACTUAL	97,083	460,020	362,937	21%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	25,722	65,984	40,262	39%
I. TOTAL DIRECT CHARGES	\$ 263,356	\$ 1,074,356	\$ 811,000	25%
j. INDIRECT COSTS	13,157	64,073	50,916	21%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 276,512	\$ 1,138,429	\$ 861,917	24%
<i>In-Kind (Non-Federal Share)</i>	\$ 64,897	\$ 289,444	\$ 224,547	22%

CONTRA COSTA COUNTY-COMMUNITY SERVICES BUREAU
EARLY HEAD START- CC PARTNERSHIP #1
BUDGET PERIOD JULY 2019 - JUNE 2020
AS OF NOVEMBER 2019

1	2	3	4	5	6
	Actual Nov-19	Total YTD Actual	Total Budget	Remaining Budget	42% YTD
Expenditures					
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	12,336	84,482	291,762	207,280	29%
Temporary 1013	-	-	13,347	13,347	
TOTAL PERSONNEL (6a)	12,336	84,482	305,109	220,627	28%
b. FRINGE BENEFITS (Object Class 6b)					
Fringe Benefits	8,244	54,302	212,143	157,841	26%
TOTAL FRINGE (6b)	8,244	54,302	212,143	157,841	26%
c. Travel (Object Class 6c)					
1. Out-of-Town Travel					
	-	-	7,000	7,000	0%
TOTAL TRAVEL (6c)	-	-	7,000	7,000	0%
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	1	161	2,100	1,939	8%
2. Child and Family Services Supplies (Incl.classroom Su)	-	1,304	15,000	13,696	9%
3. Other Supplies					
Computer Supplies, Software Upgrades, Computer Re	260	260	3,700	3,440	7%
Miscellaneous Supplies	28	28	200	172	14%
Household Supplies	13	13	3,100	3,087	0%
TOTAL SUPPLIES (6e)	303	1,766	24,100	22,334	7%
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contrac	47	47	1,700	1,653	3%
2. Other Contracts					
COCOKids (52 slots x \$505 x 12 months)	26,260	74,740	315,120	240,380	24%
Loss of Subsidy	-	-	10,000	10,000	0%
Children and Family Supplies (Diapers, wipes, etc)	1,327	2,096	12,000	9,904	17%
First Baptist (20 slots x \$505 x 12 months)	20,200	20,200	121,200	101,000	17%
TOTAL CONTRACTUAL (6f)	47,835	97,083	460,020	362,937	21%
h. OTHER (Object Class 6h)					
1. Bldg Occupancy Costs/Rents & Leases	1,202	10,107	15,500	5,393	65%
2. Utilities, Telephone	617	1,878	5,000	3,122	38%
3. Bldg. Maintenance/Repair and Other Occupancy	247	247	1,400	1,153	18%
4. Local Travel (58 cents per mile effective 1/1/2019)	6	6	1,200	1,194	0%
5. Parent Services					
Parent Activities (Sites, PC, BOS luncheon, including f	-	-	500	500	0%
6. Accounting & Legal Services					
Auditor Controllers	-	-	200	200	0%
7. Training or Staff Development					
Staff Trainings/Dev. Conf. Registrations/Memberships	-	-	18,907	18,907	0%
8. Other					
Equipment Maintenance Repair & Rental	449	449	800	351	56%
Other Operating Expenses (CSD Admin/Facs Mgt. Allk	2,553	13,036	22,477	9,441	58%
TOTAL OTHER (6h)	5,074	25,722	65,984	40,262	39%
I. TOTAL DIRECT CHARGES (6a-6h)	73,792	263,356	1,074,356	811,000	25%
j. INDIRECT COSTS	-	13,157	64,073	50,916	21%
k. TOTALS - ALL BUDGET CATEGORIES	73,792	276,512	1,138,429	861,917	24%
Non-Federal Match (In-Kind)	18,448	64,897	289,444	224,547	22%

**CAO Monthly Report
 CSBG and Weatherization Programs
 Year-to-Date Expenditures
 As of November 30, 2019**

1. 2019 LIHEAP WX

Contract # 19B-5005
 Term: Oct. 1, 2018 - June 30, 2020
 Amount: WX \$ 981,523

Total Contract	\$ 981,523
Expenditures	(981,523)
Balance	<u>\$ -</u>
Expended	<u>100%</u>

2. 2019 LIHEAP ECIP/EHA 16

Contract # 19B-5005
 Term: Oct. 1, 2018 - June 30, 2020
 Amount: EHA 16 \$ 862,398

Total Contract	\$ 773,398
Expenditures	(744,275)
Balance	<u>\$ 29,123</u>
Expended	<u>96%</u>

3. 2017 Department of Energy (DOE)

Contract # 17C-4004
 Term: June 1, 2018 - June 30, 2020
 Amount: \$ 476,486

Total Contract	\$ 476,486
Expenditures	(284,277)
Balance	<u>\$ 192,209</u>
Expended	<u>60%</u>

4. 2019 COMMUNITY SERVICES BLOCK GRANT (CSBG)

Contract # 19F-4007
 Term: Jan. 1, 2019 - Dec. 31, 2019
 Amount: \$ 850,578

Total Contract	\$ 850,578
Expenditures	(658,947)
Balance	<u>\$ 191,631</u>
Expended	<u>77%</u>

**SUMMARY CREDIT CARD EXPENDITURE
CREDIT CARD REPORT - VISA/U.S. BANK
NOVEMBER 2019**

Fund Org	Acct. code	Stat. Date	Amount	Program	Purpose/Description
1464	2131	11/22/19	87.79	EHS-Child Care Partnership #2	Minor Furniture/Equipment
1432	2200	11/22/19	275.00	HS Basic Grant	Memberships
1464	2200	11/22/19	275.00	EHS-Child Care Partnership #2	Memberships
			550.00		
1464	2260	11/22/19	250.00	EHS-Child Care Partnership #2	Rents & Leases - Property
1464	2300	11/22/19	1,500.09	EHS-Child Care Partnership #2	Transportation & Travel
1464	2300	11/22/19	693.87	EHS-Child Care Partnership #2	Transportation & Travel
			2,193.96		
1464	2303	11/22/19	1,487.74	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	(231.29)	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	3,006.77	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	4,219.22	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	(1,635.03)	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	17,082.25	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	(138.00)	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	4,394.51	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	76.00	EHS-Child Care Partnership #2	Other Travel Employees
1464	2303	11/22/19	1,692.03	EHS-Child Care Partnership #2	Other Travel Employees
1432	2303	11/22/19	733.87	HS Basic Grant	Other Travel Employees
1432	2303	11/22/19	(231.29)	HS Basic Grant	Other Travel Employees
			30,456.78		
1464	2467	11/22/19	125.00	EHS-Child Care Partnership #2	Training & Registration
1432	2479	11/22/19	43.52	HS Basic Grant	Other Special Dpmtal Exp
1464	2479	11/22/19	424.38	EHS-Child Care Partnership #2	Other Special Dpmtal Exp
			467.90		
		TOTAL	34,131.43		

EMPLOYMENT & HUMAN SERVICES DEPARTMENT
 COMMUNITY SERVICES BUREAU
 CHILD NUTRITION FOOD SERVICES
 CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED
 FY 2019-2020

Month covered	2019 October
Approved sites operated this month	12
Number of days meals served this month	23
Average daily participation	651
Child Care Center Meals Served:	
Breakfast	12,168
Lunch	14,979
Supplements	10,148
Total Number of Meals Served	<u>37,295</u>

December 2019 - Community Services Bureau Preschool Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>2</p> <p>BREAKFAST</p> <p>1 ea. FRESH APPLE 1/3 c. BRAN CEREAL</p> <p>LUNCH</p> <p>1/2 c. Egg Pesto Pasta With Spinach (hard boiled egg, basil, parmesan, garlic, diced tomatoes, & whole wheat pasta) 1/4 c FRESH BROCCOLI/RANCH DRESSING 1/2 ea. FRESH ORANGE</p> <p>PM SNACK</p> <p>1/4 c. LOW-FAT YOGURT 1/2 c. PINEAPPLE TIDBITS</p>	<p>3</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1/3 c. RICE CHEX CEREAL</p> <p>LUNCH</p> <p>1/2 c. Chicken & Grits (chicken, diced tomatoes & grits) 1/4 c CUCUMBER & TOMATO SALAD WITH ITALIAN DRESSING 1 ea. FRESH KIWI</p> <p>PM SNACK</p> <p>2 pkgs. WHEATWORTH CRACKERS 1/2 c. DICED FRESH STRAWBERRIES</p>	<p>4</p> <p>BREAKFAST</p> <p>1 ea. FRESH ORANGE 1/4 c. COOKED CINNAMON OATMEAL & RAISINS</p> <p>LUNCH</p> <p>1 1/2 oz. Baked BBQ Chicken 1/4 c. SAUTEED CABBAGE 1/2 ea. FRESH PEAR 1/2 ea. WHOLE WHEAT ROLL</p> <p>PM SNACK</p> <p>1/3 c. LETS GO FISHING TRAIL MIX (corn chex, pretzels, fish & cheese crackers) 1/2 c. 1% MILK</p>	<p>5</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1/2 ea. WHOLE WHEAT ENGLISH MUFFIN & SUNBUTTER</p> <p>LUNCH</p> <p>3/8 c. Bean & Cheese Burrito 1/4 c. SHREDDED LETTUCE & DICED TOMATOES 1/2 ea. FRESH APPLE 1 ea. WHOLE WHEAT TORTILLA</p> <p>PM SNACK</p> <p>1 tbsp. SUNBUTTER 2 pkgs. RITZ CRACKERS</p>	<p>6</p> <p>BREAKFAST</p> <p>1 ea. FRESH KIWI 1/3 c. CORN CHEX CEREAL</p> <p>LUNCH</p> <p>1 1/2 oz. Chicken Teriyaki 1/4 c. ROASTED BROCCOLI 1/2 ea. FRESH PEAR 1/4 c. GARLIC RICE</p> <p>PM SNACK</p> <p>1 ea. HARD BOILED EGG 1 ea. FRESH ORANGE</p>
<p>9</p> <p>BREAKFAST</p> <p>1 ea. FRESH CUTIES 1/3 c. BRAN CEREAL</p> <p>LUNCH</p> <p>1 c. Tofu Tortilla Soup (milk, thyme, onion, garlic, cheddar, bell peppers) 1/4 c. BROCCOLI FLORETS/RANCH DRESSING 1/2 ea. FRESH PEAR</p> <p>PM SNACK</p> <p>1 ea. FRESH APPLE 1 pkg. ANIMAL CRACKERS</p>	<p>10</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1/4 c. SCRAMBLED EGGS 1/2 sl. WHOLE WHEAT BREAD</p> <p>LUNCH</p> <p>3/4 c. Chicken Chile Verde With Hominy 1/4 c. ROASTED RAINBOW CARROTS 1 ea. FRESH KIWI 2 ea. WHOLE CORN MINI TORTILLAS</p> <p>PM SNACK</p> <p>1 ea. STRING CHEESE 1/2 c. PINEAPPLE TIDBITS</p>	<p>11</p> <p>BREAKFAST</p> <p>1 ea. FRESH PEAR 1/3 c. KIX CEREAL</p> <p>LUNCH</p> <p>1/2 c. Turkey Fajita (ground turkey, bell pepper, onions) 1/4 c. CUCUMBER SLICES 1 ea. FRESH CLEMENTINE 1/4 c. BROWN RICE</p> <p>PM SNACK</p> <p>1/2 c. ROASTED PURPLE CAULIFLOWER 6 ea. WHEAT THIN CRACKERS</p>	<p>12</p> <p>BREAKFAST</p> <p>1/2 c. MANGO CHUNKS 1/4 c. RICE CEREAL WITH CINNAMON & VANILLA</p> <p>LUNCH</p> <p>3/4 c. *Cheesy Brussel Sprouts 1/2 ea. FRESH APPLE 1/2 ea. WHOLE WHEAT ROLL</p> <p>PM SNACK</p> <p>1/4 c. PICO DE GALLO 5 ea. WHOLE CORN TORTILLA CHIPS 1/2 c. 1% MILK</p>	<p>13</p> <p>BREAKFAST</p> <p>1 ea. FRESH ORANGE 1/2 ea. WHOLE WHEAT BAGEL/CREAM CHEESE</p> <p>LUNCH</p> <p>3/4 c. Beef Stroganoff (beef, carrots, bell pepper, onions, celery, garlic, yogurt, parsley, & whole wheat pasta) 1/4 c. ZUCCHINI STICKS 1/4 c. PINEAPPLE TIDBITS</p> <p>PM SNACK</p> <p>1 sl. WHOLE WHEAT CINNAMON BREAD 1 ea. FRESH PEAR</p>
<p>16</p> <p>BREAKFAST</p> <p>1 ea. FRESH PEAR 1/3 c. RICE CHEX CEREAL</p> <p>LUNCH</p> <p>3/4 c. Three Bean Chili (carrots, celery, onion, shredded cheese) 1/4 c. CARROT STICKS 1 ea. FRESH KIWI 2 pkgs. WHEATWORTH CRACKERS</p> <p>PM SNACK</p> <p>1 ea. FRESH APPLE 1 ea. CHEDDAR CHEESE STICK</p>	<p>17</p> <p>BREAKFAST</p> <p>1/2 c. FRESH BANANA 1/3 c. EGG & TURKEY HAM</p> <p>LUNCH</p> <p>1/3 c. Sloppy Joe (ground turkey) 1/4 c. FRESH CABBAGE SLAW 1/4 c. PINEAPPLE TIDBITS 1/2 ea. WHOLE WHEAT HAMBURGER BUN</p> <p>PM SNACK</p> <p>1 pkg. GRAHAM CRACKERS 1/2 c. 1% MILK</p>	<p>18</p> <p>BREAKFAST</p> <p>1 ea. FRESH ORANGE 1/3 c. OATMEAL</p> <p>LUNCH</p> <p>1/2 c. Chicken Alfredo With Whole Wheat Penne Pasta 1/4 c. LIGHTLY STEAMED BROCCOLI 1/4 c. MANGO CHUNKS</p> <p>PM SNACK</p> <p>1 pkg. WHOLE GRAIN CHEESE-ITS 1/2 c. CUCUMBER & CARROT STICKS/RANCH DIP</p>	<p>19</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1/3 c. CHEERIOS</p> <p>LUNCH</p> <p>1/2 c. Egg Salad 1/4 c. MIXED GREEN SALAD/ITALIAN DRESSING 1/4 c. FRESH STRAWBERRIES 2 pkgs. WHEATWORTH CRACKERS</p> <p>PM SNACK</p> <p>1/4 c. FRESH CELERY STICK 1 tbsp. SUNBUTTER 1/2 c. 1% MILK</p>	<p>20</p> <p>BREAKFAST</p> <p>1 ea. FRESH CLEMENTINE 1/2 sl. WHOLE WHEAT CINNAMON BREAD</p> <p>LUNCH</p> <p>1 ea. Chicken Tamales 1/4 c. ROASTED BUTTERNUT SQUASH 1/2 ea. FRESH PEAR</p> <p>PM SNACK</p> <p>1/2 c. PINEAPPLE TIDBITS 1/8 c. COTTAGE CHEESE</p>
<p>23</p> <p>BREAKFAST</p> <p>1 ea. FRESH ORANGE 1/3 c. CHEERIOS</p> <p>LUNCH</p> <p>1 1/2 ozs. Turkey & Cheese MAYO-MUSTARD DRESSING 1 ea. LETTUCE LEAF 1 ea. SLICED TOMATO 1/2 ea. FRESH APPLE 1 sl. WHOLE WHEAT BREAD</p> <p>PM SNACK</p> <p>1 ea. FRESH PEAR 2 pkgs. RITZ CRACKERS</p>	<p>24</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1/3 c. BRAN CEREAL</p> <p>LUNCH</p> <p>1/2 c. Chicken Salad 1/4 c. CARROT STICKS 1 ea. FRESH KIWI 1/2 ea. WHOLE WHEAT DINNER ROLL</p> <p>PM SNACK</p> <p>EARLY CLOSURE</p>	<p>25</p> <p style="text-align: center;"></p>	<p>26</p> <p>BREAKFAST</p> <p>1/2 c. MANGO CHUNKS 1/3 c. CORN CHEX CEREAL</p> <p>LUNCH</p> <p>2 tbsps. Sunbutter 1 tbsp. JELLY 1 ea. STRING CHEESE 1/4 c. ZUCCHINI STICKS/RANCH DRESSING 1/2 ea. FRESH PEAR</p> <p>PM SNACK</p> <p>1 pkgs. CHEESE-ITS CRACKERS 1/2 c. 1% MILK</p>	<p>27</p> <p>BREAKFAST</p> <p>1 ea. FRESH KIWI 1 sq. BANANA BREAD</p> <p>LUNCH</p> <p>3/4 c. *Greek Chicken Salad (diced chicken, cucumbers, tomatoes & olives) WITH FETA CHEESE DRESSING 1/2 ea. FRESH APPLE 1/2 ea. WHOLE WHEAT PITA BREAD</p> <p>PM SNACK</p> <p>1 pkg. ANIMAL CRACKERS 1/2 c. 1% MILK</p>
<p>30</p> <p>BREAKFAST</p> <p>1 ea. FRESH APPLE 1/3 c. CORNFLAKES</p> <p>LUNCH</p> <p>3/8 c. Baja Bean Taco (kidney beans, pinto beans & salsa) 1/2 oz. SHREDDED CHEESE 1/4 c. SHREDDED LETTUCE 1 ea. FRESH KIWI 2 ea. MINI CORN TORTILLAS</p> <p>PM SNACK</p> <p>1/2 c. YELLOW WAX BEANS 2 tbsps. HUMMUS</p>	<p>31</p> <p>BREAKFAST</p> <p>1 ea. FRESH BANANA 1 ea. HARD BOILED EGG</p> <p>LUNCH</p> <p>1 1/2 oz. Turkey Wrap/Cream Cheese 1/4 c. SPINACH & SHREDDED CARROTS 1 ea. FRESH CLEMENTINE 1 ea. WHOLE WHEAT TORTILLA</p> <p>PM SNACK</p> <p>1/3 c. TRAIL MIX (rice chex, pretzel, kix cereal) 1/2 c. FRESH STRAWBERRIES</p>	<p>ALL BREAKFAST & LUNCH SERVED WITH 1% LOW-FAT MILK</p> <p>*Indicates vegetable included in main dish</p> <p>WATER IS OFFERED THROUGHOUT THE DAY</p>		
				



Contra
Costa
County

To: Board of Supervisors
From: Diana Becton, District Attorney
Date: January 21, 2020

Subject: Gift Cards for Helms Middle School human trafficking awareness curriculum

RECOMMENDATION(S):

AUTHORIZE the District Attorney's Office to provide three (3) Target gift cards in an amount of \$50 each for a total of \$150 for the human trafficking awareness curriculum at Helms Middle School in the West Contra Costa Unified School District.

FISCAL IMPACT:

100% DA Asset Forfeiture Funding. Gift cards were previously purchased.

BACKGROUND:

On July 9, 2019, the Board of Supervisors ratified the District Attorney's Office's purchase of \$13,350 of Target gift cards from October 2016 for Gun Buy-Back Events. The balance of gift cards in the amount of \$8,350 is being safeguarded and tracked in accordance with Administrative Bulletin 615, and authorization is being requested for their use.

Throughout the month of January, the District Attorney's Office will be presenting a human trafficking curriculum to middle school students at Helms Middle School in the West Contra Costa Unified School District. The objective of this curriculum is to educate students about the recruitment

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Jason Chan, (925)
957-2234

cc:

BACKGROUND: (CONT'D)

strategies of human traffickers and empower them to protect themselves from predators.

We will introduce our courthouse dog, who supports victims of crime in the courtroom and comforts survivors who have to testify in court. For students who may already be victims of trafficking, we will provide resources and support.

Through our discussion, students will learn what human trafficking is and how it is currently impacting their community. We will lead an interactive discussion about how unhealthy relationships can become abusive and lead to trafficking; most importantly, students will learn strategies to protect themselves and what to do if they are approached by predators through social media or in person.

As part of our curriculum, we will ask the students to create artwork to express what they have learned about human trafficking. We will select three winners, who will be honored at the Human Trafficking Day of Action on January 23rd in West Contra Costa County. As their prize, we will give each student a \$50 Target Gift Card.

CONSEQUENCE OF NEGATIVE ACTION:

The District Attorney's Office will not be able to provide already purchased gift cards to local school children at Helms Middle School for the human trafficking awareness curriculum.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Amendment #23-618-1 with Intrado Interactive Services Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a Software and Service Agreement Amendment No 1. with Intrado Interactive Services Corporation, to change the name from West Interactive Services Corporation, with no change in the original Payment Limit of \$234,075 or term of August 1, 2018 through March 31, 2020, for the Televox HouseCalls Automated Messaging Software and appointment reminder system for Contra Costa Regional Medical Center (CCRMC) patients.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I Budget.

BACKGROUND:

Televox HouseCalls Automated Messaging Software and appointment reminder system provides meaningful use services to the Ambulatory and Mental Health Service Departments for appointment reminders to CCRMC patients pertaining to mammography reminders, mammography no-show/follow-up, pediatric immunization, adhoc cancelled appointments reminders. Televox interfaces with the Epic Electronic Records System.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Patrick Wilson,
925-335-8700

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

On January 15, 2019, the Board of Supervisors approved Contract #23-618 with West Interactive Services Corporation, for the period from August 1, 2018 through March 31, 2020. On November 5, 2019, the Department was notified that the Contractor changed its name from West Interactive Services Corporation to Intrado Interactive Services Corporation.

Approval of this amendment will allow the Contractor to continue providing services under the new name through March 31, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved the Contract would not be updated with the Contractor's new name.



Contra
Costa
County

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: January 21, 2020

Subject: 2019 ANNUAL REPORT OF THE TREASURY OVERSIGHT COMMITTEE

RECOMMENDATION(S):

ACCEPT the 2019 Annual Report of the Treasury Oversight Committee, as recommended by the Contra Costa County Treasurer-Tax Collector.

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.

The attached report fulfills this requirement for the Treasury Oversight Committee.

CONSEQUENCE OF NEGATIVE ACTION:

The Treasury Oversight Committee would not be in compliance with Board Resolution 2011/497.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Ronda Boler, (925)
957-2806

cc:

ATTACHMENTS

Treasury Oversight Committee 2020 Annual
Report



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: _____
Advisory Body Meeting Time/Location: _____
Chair (during the reporting period): _____
Staff Person (during the reporting period): _____
Reporting Period: _____

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

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.

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.

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.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: AMENDMENT OF CCRMC'S GOVERNING AUTHORITY BYLAWS

RECOMMENDATION(S):

ADOPT the amended Governing Authority Bylaws ("Bylaws") for the Contra Costa Regional Medical Center and Health Centers ("CCRMC") to address legal and operational requirements.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Board has adopted Bylaws for CCRMC, which provide the respective roles of the Board of Supervisors and Health Services Department in the operation and management of CCRMC. Additionally, the Bylaws set forth the function of the Joint Conference Committee ("JCC") and the Professional Affairs Committee ("PAC"). The Bylaws are reviewed annually to address the legal and operational requirements of the CCRMC.

The amended Bylaws (Exhibit A), which are recommended for approval by the Board, were approved by the JCC at its meeting on December 9, 2019. In addition to various non-substantive changes to improve organization and clarity, the recommended changes to the bylaws include the following:

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Wendy Katchmar,
925-370-5208

BACKGROUND: (CONT'D)

>

1. Alignment of the definitions in the Bylaws with those in the Medical Staff Bylaws;
2. Procedures to decide split votes;
3. Revision of the teleconference policy, consistent with legal requirements;
4. Appointment of voting-member alternates to ensure there is a quorum when a voting member is unable to participate; and
5. Clarification of the organization and role of the Professional Affairs Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If the amended Bylaws are not approved, the current Bylaws will remain in effect.

ATTACHMENTS

Bylaws (Clean)

Bylaws (redlined)



GOVERNING AUTHORITY BYLAWS

Contra Costa Regional Medical Center and Health Centers

Effective January 2020

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BYLAWS OF
CONTRA COSTA REGIONAL MEDICAL CENTER
AND HEALTH CENTERS

ARTICLE I

GENERAL

- Section 1. Name. The name of the hospital is Contra Costa Regional Medical Center and Health Centers.
- Section 2. Principal Business Office. The principal business office is in the City of Martinez, County of Contra Costa, State of California.

DEFINITIONS

The following definitions apply to the provisions of the Bylaws:

1. "Administrator" or "CCRMC Administrator" – The Chief Executive Officer of Contra Costa Regional Medical Center and Health Centers, and his/her designee.
2. "Board" or "Governing Body" – The Board of Supervisors for the County of Contra Costa.
3. "Director" – The Director of Health Services for the County of Contra Costa.
4. "Hospital" or "Medical Center" – Contra Costa Regional Medical Center and Health Centers.
5. "Medical Staff" – The formal organization of all members of the CCRMC and Health Centers' Medical Staff as defined in the Medical Staff Bylaws.
6. "Joint Conference Committee" – A joint Medical Staff and Board committee that performs institutional management, planning, and performance improvement functions.
7. "Professional Affairs Committee" – A joint Medical Staff and Board committee that performs professional quality management functions.

MISSION

Contra Costa Health Services cares for and improves the health of all people in Contra Costa County with special attention to those who are most vulnerable to health problems.

ARTICLE II

GOVERNING AUTHORITY

Section 1.

General. The Board of Supervisors of Contra Costa County (hereafter the “Board”) is the governing authority of Contra Costa Regional Medical Center and Health Centers (hereafter the “Hospital”).

- a. Establishment of Policy. The Board shall establish all policy regarding the general course of affairs of the Hospital in such a manner that the purpose of the Hospital shall be continually and effectively realized and shall require those mechanisms necessary to insure implementation of those policies. Policy shall be established in these Bylaws or through written resolution as appropriate to the issue.
- b. Responsibility. The Director of Health Services of Contra Costa County, the Chief Executive Officer of Hospital and Health Centers, the Medical Staff, the Joint Conference Committee, the Professional Affairs Committee, all Hospital personnel and all Auxiliary organizations are responsible to the Board with regard to all Hospital matters.

No assignment, referral or delegation of authority by the Board to any person or body shall impair the Board’s right to exercise its authority for the operation of the Hospital. The Board retains the right to rescind any assignment, referral or delegation at any time.

- c. Operations Management. The Board through the County Administrator and Director of Health Services will:
 - 1. Review, approve, and recommend annual operating and capital budgets;
 - 2. Arrange for appointment of a qualified CCRMC Administrator and other staff;
 - 3. Ultimate responsibility for assuring, through the Hospital and County Administration and Medical Staff, that all legal requirements pertaining to proper operation of the Hospital, including licensure and accreditation standards, are met.

ARTICLE III

JOINT CONFERENCE COMMITTEE

Section 1.

General Duties. The Joint Conference Committee shall perform the following functions:

a. Institutional Management and Planning.

1. Operations Management. The Joint Conference Committee shall exercise general oversight of the operation of the Hospital as follows:

- a) Monitor and evaluate the financial performance of the Hospital and compare it to the applicable budgets and plans;
- b) Monitor the Hospital's cost containment efforts;
- c) Review and approve Administrative Policies;
- d) Monitor professional activities to assure that they are performed in the best interests of the patients and the Hospital;
- e) Consider plans for changes in the Hospital organization;
- f) Make recommendations to the Board as needed regarding activities and problems of the Hospital;
- g) Provide a forum for communication between the Joint Conference Committee, the Medical Staff, and the Administration of Contra Costa County by keeping each informed of pertinent actions taken or completed by the other;
- h) Develop and maintain, annually review, and revise as necessary, a set of operational Bylaws; and
- i) Monitor the physical facilities for purposes of safety and compliance with current code and licensure requirements.

2. Planning. The Joint Conference Committee shall be responsible for the institutional planning of the Hospital and for assuring that those plans are carried out in an effective and efficient manner as follows:

- a) Monitor the annual operating budget and develop and monitor short- and long-term expenditure plans designed to provide equipment and facilities consistent with community needs and available financial resources; and
- b) Report as needed to Hospital Administration, County Administration, the Board, and the Medical Staff, regarding the Hospital's financial planning.

3. Safety and Performance Improvement. The Joint Conference Committee shall review, approve and oversee the Safety and Performance Improvement program of the Hospital as follows:

- a) Annually review and approve the integrated and hospital-wide Safety and Performance Improvement Plan;
- b) Review and approve reports on Performance Improvement activities of the Hospital and Medical Staff to ensure that opportunities to improve care and problems with quality care are being identified; that actions are being recommended, implemented, and evaluated; that ongoing monitoring is occurring; and that modification of action plans is recommended as appropriate;
- c) Ensure that the same level of care is being uniformly provided throughout the Hospital and that the quality of that care meets professional practice standards;
- d) Conduct ongoing evaluation and annual review of Joint Conference Committee and Professional Affairs Committee effectiveness in meeting delegated responsibilities .

Section 2.

Number and Qualifications

- a. The number of members of the Joint Conference Committee shall not exceed nine (9).
 - 1. Two (2) members shall be appointed from the Board membership. These appointments shall be made by the Board. They shall have **full voting** privileges.
 - 2. Two (2) members shall be appointed by the Medical Executive Committee from the Medical Executive Committee membership. They shall have **full voting** privileges.
 - 3. One (1) member shall be the CCRMC President of the Medical Staff. This member shall have ex-officio status **without voting** privileges, except in the event of a split vote. If there is a split vote of the voting members, the CCRMC President of the Medical Staff shall cast the deciding vote.
 - 4. One (1) member shall be the Director of Health Services of Contra Costa County. This member shall have ex-officio status **without voting** privileges.
 - 5. One (1) member shall be the CCRMC Administrator. This member shall have ex-officio status **without voting** privileges.
 - 6. One (1) member shall be the Health Services Chief Financial Officer. This member shall have ex-officio status **without voting** privileges.
 - 7. One (1) member shall be the CCRMC Chief Medical Officer. This member shall have ex-officio status **without voting** privileges.
- b. Term. Prior to the first meeting of each year, the Board and the Medical Executive Committee shall appoint or reappoint members for a calendar-year term to replace those Joint Conference Committee members whose terms have expired and to fill vacancies. Newly appointed Joint Conference Committee members shall assume responsibility at the next meeting after appointment. A member who is appointed during the calendar year to fill a vacancy shall serve out the remainder

of the calendar-year term. Members of the Joint Conference Committee shall invite to meetings representatives from the Medical Staff and Administration, as appropriate.

- c. Quorum. In order to hold a meeting a Quorum must be physically present. A Quorum shall consist of at least three (3) of the four (4) voting members.
- d. Alternates.
 - 1) When a Medical Staff voting member is unable to attend a meeting or has a conflict of interest that would prevent the member from participating at the meeting, the Medical Staff President, or Designee, may request the Chief Medical Officer to act as an alternate Medical Staff voting member. If the Chief Medical Officer is unable to serve as an alternate Medical Staff voting member, the Medical Staff President may appoint an alternate from the Medical Staff.
 - 2) When a Board member with voting privileges is unable to attend a meeting or has a conflict of interest that would prevent the member from participating in the meeting, the Board member may request that the alternate Board member for the Joint Conference Committee, as appointed by the Board, serve in his/her place.
 - 3) The designation of an Alternate voting member shall be made in writing and shall provide such written designation to the Committee Secretary as soon as feasible.

Section 3.

Vacancies. Any vacancy occurring by death, resignation, or loss of position required for membership shall be filled within thirty (30) days in the case of appointed voting members, and at the first meeting after assignment to the position for all other members. Appointed members may resign at any time by notice to the Joint Conference Committee. Such resignation, which may or may not be made contingent on formal acceptance, takes effect on the date of receipt or at any later time specified in the notice.

Section 4. Meetings.

- a. Public Meetings. Meetings of the Joint Conference Committee shall be open to the public and shall be held at least four times per year.
- b. Special Meetings. Special meetings of the Joint Conference Committee may be called by a majority of the voting members or by the Presiding Chair. The purpose of any special meetings shall be stated in the notice and agenda thereof which shall be provided to each member of the Joint Conference Committee and to other persons who have requested notice of special meetings, and posted in accordance with the Brown Act and the Contra Costa County Better Government Ordinance.
- c. Notice. Notice of all meetings shall be given in accordance with the Brown Act and the Contra Costa County Better Government Ordinance.
- d. Attendance by Teleconference. A teleconference line will be made available for committee members to participate remotely only when teleconference conditions are met in accordance with Brown Act and Contra Costa County Better Government Ordinance Public Meeting requirements.

Section 5.

Conflict of Interest. All members of the Joint Conference Committee shall comply with all applicable state and local laws pertaining to conflict of interest.

ARTICLE IV

OFFICERS AND COMMITTEES

Section 1.

Officers. There shall be two (2) appointed officers of the Joint Conference Committee.

a. Chair.

- 1) Qualification and Selection. The Chair of the Joint Conference Committee shall be a member of the Board of Supervisors or a member of the Medical Staff, who is serving on the Joint Conference Committee. The Chair shall be nominated and elected by the Joint Conference Committee voting members at the first meeting of each calendar year. The newly designated Chair shall assume responsibility upon adjournment of the first meeting of each calendar year.
- 2) Responsibilities. The Chair shall preside over all meetings of the Joint Conference Committee, supervise the activities of the Joint Conference Committee and serve as an ex-officio voting member of all subcommittees of the Joint Conference Committee.
- 3) Substitute. If the Chair is absent, the voting members will appoint a substitute Chair from among the members of the Joint Conference Committee.

b. Secretary.

- 1) Designation. The CCRM Administrator shall serve as the Secretary of the Joint Conference Committee.
- 2) Responsibilities. The Secretary shall keep or cause to be kept at the principal office or at such other place as the Joint Conference Committee may determine, a book of minutes of all meetings whether regular or special, with the time and place of the meeting, the proceedings thereof and, if a special meeting, how it was authorized. The Secretary shall give or cause to be given notice of all meetings of the Joint Conference Committee as required by these Bylaws or by law.
- 3) Delegation. At the discretion of the Secretary, an employee of the County of Contra Costa may be designated to perform the secretarial services of the Joint Conference Committee, which may include the following functions: take minutes of all meetings, maintain documentation of Joint Conference Committee members' orientation and continuing education, and obtain and report conflict of interest statements annually.

Section 2.

Sub-committees. The creation of Joint Conference Committee sub-committees is discretionary. Each sub-committee shall have and exercise the duties conferred by the resolution by which the sub-

committee was created. Minutes shall be kept of proceedings, and recommendations reported to the Joint Conference Committee. Sub-committees shall comply with these Bylaws and all applicable state and local laws regarding meetings, notices, agendas, quorum, and conflicts of interest.

ARTICLE V

PROFESSIONAL AFFAIRS COMMITTEE

Section 1.

Responsibilities. The Professional Affairs Committee shall be responsible for monitoring problems and improvements related to quality of care, including;

- a. Monitoring personnel actions related to Medical Staff performance and quality of care , such as considering the appointment, employment, evaluation of performance and dismissal of public employees;
- b. Considering matters concerning staff privileges; and
- c. Reviewing adverse event reports and related Performance Improvement activities of the Hospital and Medical Staff.

Section 2.

Members and Officers. Members and officers of the Professional Affairs Committee shall be the same as the members and officers of the Joint Conference Committee, and shall have the same responsibilities and privileges.

Section 3.

Meetings.

- a. Frequency. The Professional Affairs Committee shall meet as needed.
- b. Public Attendance. Meetings of the Professional Affairs Committee shall be open to the public, except for those patient and personnel items of business that for reasons of patient and employee confidentiality must be addressed in Closed Session, or as otherwise required by law.

ARTICLE VI

BYLAWS AND AMENDMENTS

Section 1.

Amendments. These Bylaws may be amended or repealed and new Bylaws adopted by a majority vote of the Board.

These Bylaws have been reviewed and approved:

CONTRA COSTA REGIONAL MEDICAL CENTER

Health Services Director

Date

COUNTY OF CONTRA COSTA

Chair of the Joint Conference Committee

Date



GOVERNING AUTHORITY BYLAWS

Contra Costa Regional Medical Center and Health Centers

Effective January 2020

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BYLAWS OF
CONTRA COSTA REGIONAL MEDICAL CENTER
AND HEALTH CENTERS

ARTICLE I

GENERAL

- Section 1. Name. The name of the hospital is Contra Costa Regional Medical Center and Health Centers.
- Section 2. Principal Business Office. The principal business office is in the City of Martinez, County of Contra Costa, State of California.

DEFINITIONS

The following definitions apply to the provisions of the Bylaws:

1. "Administrator" or "CCRMC Administrator" – The Chief Executive Officer of Contra Costa Regional Medical Center and Health Centers, and his/her designee.
2. "Board" or "Governing Body" – The Board of Supervisors for the County of Contra Costa.
3. "Director" – The Director of Health Services for the County of Contra Costa.
4. "Hospital" or "Medical Center" – Contra Costa Regional Medical Center and Health Centers.
5. "Medical Staff" – The formal organization of all members of the CCRMC and Health Centers' Medical Staff as defined in the Medical Staff Bylaws.
6. Joint Conference Committee – A joint Medical Staff and Board committee that performs institutional management, planning, and performance improvement functions.
7. "Professional Affairs Committee" – A joint Medical Staff and Board committee that performs professional quality management functions.

MISSION

Contra Costa Health Services cares for and improves the health of all people in Contra Costa County with special attention to those who are most vulnerable to health problems.

ARTICLE II

GOVERNING AUTHORITY

Section 1.

General. The Board of Supervisors of Contra Costa County (hereafter the “Board”) is the governing authority of Contra Costa Regional Medical Center and Health Centers (hereafter the “Hospital”).

- a. Establishment of Policy. The Board shall establish all policy regarding the general course of affairs of the Hospital in such a manner that the purpose of the Hospital shall be continually and effectively realized and shall require those mechanisms necessary to insure implementation of those policies. Policy shall be established in these Bylaws or through written resolution as appropriate to the issue.
- b. Responsibility. The Director of Health Services of Contra Costa County, the Chief Executive Officer of Hospital and Health Centers, the Medical Staff, the Joint Conference Committee, the Professional Affairs Committee, all Hospital personnel and all Auxiliary organizations are responsible to the Board with regard to all Hospital matters.

No assignment, referral or delegation of authority by the Board to any person or body shall impair the Board’s right to exercise its authority for the operation of the Hospital. The Board retains the right to rescind any assignment, referral or delegation at any time.

- c. Operations Management. The Board through the County Administrator and Director of Health Services will:
 - 1. Review, approve, and recommend annual operating and capital budgets;
 - 2. Arrange for appointment of a qualified CCRMC Administrator and other staff;
 - 3. Ultimate responsibility for assuring, through the Hospital and County Administration and Medical Staff, that all legal requirements pertaining to proper operation of the Hospital, including licensure and accreditation standards, are met.

ARTICLE III

JOINT CONFERENCE COMMITTEE

Section 1.

General Duties. The Joint Conference Committee shall perform the following functions:

a. Institutional Management and Planning.

1. Operations Management. The Joint Conference Committee shall exercise general oversight of the operation of the Hospital as follows:

- a) Monitor and evaluate the financial performance of the Hospital and compare it to the applicable budgets and plans;
- b) Monitor the Hospital's cost containment efforts;
- c) Review and approve Administrative Policies;
- d) Monitor professional activities to assure that they are performed in the best interests of the patients and the Hospital;
- e) Consider plans for changes in the Hospital organization;
- f) Make recommendations to the Board as needed regarding activities and problems of the Hospital;
- g) Provide a forum for communication between the Joint Conference Committee, the Medical Staff, and the Administration of Contra Costa County by keeping each informed of pertinent actions taken or completed by the other;
- h) Develop and maintain, annually review, and revise as necessary, a set of operational Bylaws; and
- i) Monitor the physical facilities for purposes of safety and compliance with current code and licensure requirements.

2. Planning. The Joint Conference Committee shall be responsible for the institutional planning of the Hospital and for assuring that those plans are carried out in an effective and efficient manner as follows:

- a) Monitor the annual operating budget and develop and monitor short- and long-term expenditure plans designed to provide equipment and facilities consistent with community needs and available financial resources; and
- b) Report as needed to Hospital Administration, County Administration, the Board, and the Medical Staff, regarding the Hospital's financial planning.

3. Safety and Performance Improvement. The Joint Conference Committee shall review, approve and oversee the Safety and Performance Improvement program of the Hospital as follows:

- a) Annually review and approve the integrated and hospital-wide Safety and Performance Improvement Plan;
- b) Review and approve reports on Performance Improvement activities of the Hospital and Medical Staff to ensure that opportunities to improve care and problems with quality care are being identified; that actions are being recommended, implemented, and evaluated; that ongoing monitoring is occurring; and that modification of action plans is recommended as appropriate;
- c) Ensure that the same level of care is being uniformly provided throughout the Hospital and that the quality of that care meets professional practice standards;
- d) Conduct ongoing evaluation and annual review of Joint Conference Committee and Professional Affairs Committee effectiveness in meeting delegated responsibilities .

Section 2.

Number and Qualifications

- a. The number of members of the Joint Conference Committee shall not exceed nine (9).
 - 1. Two (2) members shall be appointed from the Board membership. These appointments shall be made by the Board. They shall have **full voting** privileges.
 - 2. Two (2) members shall be appointed by the Medical Executive Committee from the Medical Executive Committee membership. They shall have **full voting** privileges.
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c. Quorum. In order to hold a meeting a Quorum must be physically present. A Quorum shall consist of at least three (3) of the four (4) voting members.

d. Alternates.

- a. When a Medical Staff voting member is unable to attend a meeting or has a conflict of interest that would prevent the member from participating at the meeting, the Medical Staff President, or Designee, may request the Chief Medical Officer to act as an alternate Medical Staff voting member. If the Chief Medical Officer is unable to serve as an alternate Medical Staff voting member, the Medical Staff President may appoint an alternate from the Medical Staff.
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Section 1.

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Meetings.

- a. Frequency. The Professional Affairs Committee shall meet as needed.
- b. Public Attendance. Meetings of the Professional Affairs Committee shall be open to the public, except for those patient and personnel items of business that for reasons of patient and employee confidentiality must be addressed in Closed Session, or as otherwise required by law.

ARTICLE VI

BYLAWS AND AMENDMENTS

Section 1.

Amendments. These Bylaws may be amended or repealed and new Bylaws adopted by a majority vote of the Board.

These Bylaws have been reviewed and approved:

CONTRA COSTA REGIONAL MEDICAL CENTER

Health Services Director

Date

COUNTY OF CONTRA COSTA

Chair of the Joint Conference Committee

Date



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: Unpaid Student Training Agreement #26-750-3 with University of San Francisco, School of Nursing and Health Professions

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Unpaid Student Training Agreement #26-750-3 with University of San Francisco, School of Nursing and Health Professions, an educational institution, to provide supervised field instruction at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers to nursing students, for the period January 1, 2020 through December 31, 2023.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The purpose of this agreement is to provide University of San Francisco, School of Nursing and Health Professions nursing students with the opportunity to integrate academic knowledge with applied skills at progressively higher levels of performance and responsibility. Supervised fieldwork experience for students is considered to be an integral part of both educational and professional preparation. The Health Services Department can provide the requisite field education, while at the same time, benefiting from the students' services to patients.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Jaspreet Benepal,
925-370-5741

BACKGROUND: (CONT'D)

On September 24, 2013, the Board of Supervisors approved Contract #26-750 (as amended by Contract Extension Agreements #26-750-1 and #26-750-2) with University of San Francisco, School of Nursing and Health Professions for the provision of supervised fieldwork instruction experience with the Health Services Department for the period from July 1, 2013 through December 31, 2019.

Approval of Unpaid Student Training Agreement #26-750-3 will allow University of San Francisco, School of Nursing and Health Professions' students to receive supervised fieldwork instruction experience at Contra CCRMC and Contra Costa Health Centers, through December 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the students will not receive supervised fieldwork instruction experience at CCRMC and Contra Costa Health Centers.



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Recommendation of the Sustainability Committee regarding creating an Environmental Justice seat on the Hazardous Materials Commission

RECOMMENDATION(S):

ADD an Environmental Justice seat to the Hazardous Materials Commission to be filled by a layperson from a community that is highly impacted and burdened by hazardous materials facilities and releases, and who will be able to represent community interests.

DIRECT the Hazardous Materials Commission to amend its bylaws to reflect this addition and to initiate the process for filling the new seat, as recommended by the Sustainability Committee.

FISCAL IMPACT:

None.

BACKGROUND:

At the September 23, 2019 meeting of the Sustainability Committee, staff were asked to bring to its next meeting a report on adding an environmental justice seat on the County's Hazardous Materials Commission. At its December 9, 2019 meeting, the Sustainability Committee considered this item and discussed options for the Hazardous Materials Commission to use in defining eligibility for this seat.

At

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

Action of Board On: **01/21/2020** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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

ATTESTED: January 21, 2020

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

Contact: Jody London,
925-674-7871

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the meeting, the Executive Assistant to the Hazardous Materials Commission reviewed the current representation on the Hazardous Materials Commission. The Hazardous Materials Commission Chair reported that the prior week, the Commission had voted its preference to replace one of the existing environmental seats with an environmental justice seat. A memo from the Hazardous Materials Commission Executive Assistant is attached detailing the history of this issue.

The Sustainability Committee recommends that a new Environmental Justice seat be created on the Hazardous Materials Commission. The Sustainability Committee recommends the seat be filled by a layperson from a community that is highly impacted and burdened by hazardous materials facilities and releases, and who will be able to represent community interests. The person does not have to be a technical expert.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to create an Environmental Justice seat on the Hazardous Materials Commission will deny the Hazardous Materials Commission the insight and experience of communities most impacted and burdened by hazardous materials facilities and releases.

CLERK'S ADDENDUM

By unanimous vote of the Board, this matter is amended to convert the currently open environmental seat to an environmental justice seat on the County Hazardous Materials Commission. No additional seat is added.

ATTACHMENTS

Hazardous Materials Commission Letter re Environmental Justice Seat

CONTRA COSTA COUNTY HAZARDOUS MATERIALS COMMISSION



November 23, 2019

MEMO

To: Sustainability Committee

From: Michael Kent, Executive Assistant to the Hazardous Materials Commission *MK*

Re: Consideration of Adding an Environmental Justice Seat to the Hazardous Materials Commission

The Contra Costa County Hazardous Materials Commission was established in 1986 to advise the Board, County Staff and the mayor's council members, and staffs of the cities within the County, on issues related to the management of hazardous materials. The Commission's current composition consists of thirteen members and alternates appointed by the Contra Costa County Board of Supervisors – two representatives of cities, three representatives of business, three representatives of environmental organizations, one representative of the League of Woman Voters, two labor representative, one representative of environmental engineering firms located in Contra Costa County, and one representative of the general public.

The Hazardous Materials Commission has a long-standing interest in environmental justice. The Commission wrote a report to the Board of Supervisors on environmental justice in October, 2000 recommending that the Board of Supervisors declare the County's commitment to environmental justice. This led to the Board of Supervisors endorsing the application of environmental justice as defined in California Government Code Section 65040.12, and directing the County Administrator to assemble the appropriate County departments to work with the Hazardous Materials Commission to develop and implement policies related to environmental justice in a Board Order dated October 11, 2000. The Commission subsequently worked with the County Administrator and the appropriate County departments to develop a report on environmental justice and participate in a pilot program on illegal dumping. This led to the Board of Supervisors adopting a policy on environmental justice in a Board Order dated September 23, 2003.

Members: George Smith, Chair, Rick Alcaraz, Jonathan Bash, Don Bristol, Fred Glueck, Frank Gordon, Mark Hughes, Steven Linsley, Jim Payne, Gabe Quinto, Mark Ross, Ralph Sattler, Leslie Stewart,

Since the adoption of the County's environmental justice policy in 2003 the Commission has conducted two formal reviews in 2008 and 2015 of the implementation of the County's environmental justice policy, and has written letters to the Board of Supervisors containing the results of their reviews and recommendations for further implementation of the County's environmental justice policy. The Commission has consistently addressed environmental justice issues in their workplan, and has committed to considering environmental justice concerns for all issues they address.

Members of the Commission meet annually with each County Supervisor to brief them on the work the Commission has been doing that year and to learn from each Supervisor issues of concern they have related to the mission of the Commission. When members of the Commission met with Supervisor Gioia on June 27, 2017 he recommended that the Commission create an environmental justice seat. The Commission had a lengthy discussion about Supervisor Gioia's recommendation at a subsequent Commission meeting and the Chairperson provided a written response to Supervisor Gioia on January 18, 2018. In that letter, the Chairperson explained that during the Commission's discussion, many members expressed the sentiment that even though they didn't specifically represent environmental justice organizations, they felt they understand environmental justice concerns, and take them into account in their deliberations and decision-making. Many members also felt that while an environmental justice champion such as Henry Clark no longer sits on the Commission, the interest and knowledge level, and culture of commitment to the principles of environmental justice on the Commission ensures that environmental justice concerns are being fairly addressed by the Commission. The Commission also acknowledged that this level of commitment needs to continue by ensuring their Environmental representatives understand, and are committed to, the principles of Environmental Justice. Therefore, in response to his concerns, the Commission decided to add a requirement for applicants to the three Environmental Seats that they have an understanding of, and commitment to, the principles of Environmental Justice as defined in County policy. The Commission has since applied this requirement when applicants have been considered for Environmental Seats.

Members: George Smith, Chair, Rick Alcaraz, Jonathan Bash, Don Bristol, Fred Glueck, Frank Gordon, Mark Hughes, Steven Linsley, Jim Payne, Gabe Quinto, Mark Ross, Ralph Sattler, Leslie Stewart,

597 Center Ave., Suite 200 Martinez, CA 94553 (925) 313-6712



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: January 21, 2020

Subject: Approve Community Services Bureau Program Improvement Plan

RECOMMENDATION(S):

ACCEPT the Employment and Human Services Department (EHSD), Community Services Bureau Program Improvement Plan (Plan) for EHSD Community Services Bureau Head Start Program and AUTHORIZE submission of this Plan to the Administration for Children and Families, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Community Services Bureau (CSB) Head Start Program provides early care and education services to low-income children 0-5 years of age. A review of this Program was completed by the Office of Head Start in October 2019. Based on that review, two areas of service delivery were found to be out of compliance. The attached Plan defines corrective actions and time frames to correct the identified areas not in compliance.

CONSEQUENCE OF NEGATIVE ACTION:

If items found non-compliant are not corrected in the time-frame provided (by February 22, 2020), the County could lose Federal funding to operate the Head Start program.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Gina Chenoweth
8-4961

cc:

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau Program supports 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 comprehensive early care and education services that include family services, health, mental health, nutrition, disabilities and educational services.

ATTACHMENTS

CSB Head Start Plan Memo to BOS

EHSD Head Start Plan

Head Start Compliance Notification to EHSD



EMPLOYMENT &
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925) 608-5000 • Fax (925) 313-9748 • www.ehsd.org

To: Contra Costa County Board of Supervisors

Date: 1/08/2020

cc: Kathy Gallagher, EHSD Director

From: Camilla Rand, Community Services Bureau Director

Subject: 2019 Federal Head Start Review Corrective Action
Plan (Grant #09CH010862)

Please accept the Community Services Bureau corrective action plan and response to the monitoring review conducted on 9/26/2019 by the Administration for Children and Families (ACF). Based on the information gathered during the review, two areas were found to be out of compliance with one or more applicable Head Start Program Performance Standards, laws, regulations, and policy requirements as a result of an incident at Community Services' childcare partner, the YMCA. Attached please find CSB's program improvement plan for your attention and approval.

Thank you for your consideration in approving this corrective action plan.

Program Improvement Plan

38-940-0

Area of Non-Compliance

Grantee Name	Contra Costa County Employment & Human Services Department Community Services Bureau (CSB)	Plan Start Date	October 22, 2019
Grant Award Number	09CH010862	Plan End Date	February 22, 2020
Description of Incident	Underlying/ Root Causes <i>Why do we think this happened?</i>	Actions taken to address this specific incident <i>What were some immediate actions taken?</i> <i>What did we do that specifically addressed this incident?</i>	
Inappropriate Release 1302.47(b)(5)(iv) A child was removed from the center by the incorrect caregiver.	Due to a culture of community caregiving where the elders in the community are on the emergency cards for several children, staff miscommunicated with a caregiver and released the wrong child to an elder.	<ol style="list-style-type: none"> 1) Immediately implemented a new sign out procedure whereby staff check IDs against pictures in the ChildPlus database, a module previous not used. 2) Immediately updated the Parent Handbook and program policies and procedures to include new procedures for appropriate release and trained staff, parents, and governing bodies. 3) Immediately implemented targeted ongoing monitoring of new sign in and out procedures and transitions of all YMCA centers that have CSB enrolled children. 4) Began participating in T/TA with STG International for this incident. 	

Actions Taken to Strengthen Systems Program-wide

Key Element:	Safety Practices				
Intended Outcome:	All children are safe and secure in all CSB directly operated and partner programs and only released to authorized and appropriate caregivers as per emergency release documentation.				
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
Present Appropriate Release of Children PowerPoint to Policy Council and staff All Cluster meeting.	October 16 and November 7, 2019 respectively	Katharine Mason and Christina Reich	PowerPoint	Agenda, minutes and sign in sheets	Completed.

Program Improvement Plan

38-940-0

Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
Present Appropriate Release of Children PowerPoint to all Teachers in directly operated and partner programs.	By January 31, 2020/ and ongoing	Julia Kittle-White	PowerPoint	Agenda and sign in sheets	In progress
Present “Building Strong Child Safety Systems and Partnerships with Parents” at ALL parent meetings at partner and directly operated sites to strengthen a culture of safety in a fun and engaging manner.	January 31, 2020 and ongoing	Rita Loza	Comprehensive Services Team Training in December	Agendas and sign in sheets	In progress
Conduct site visits to each partner location to ensure there is a culture of safety approach to child drop off and pick up times such that parents are fully engaged with staff and their child during these times with particular attention to location of sign in/out records and parent participation in handwashing, health checks, and greetings upon entry to the center and upon leaving the center.	January 31, 2020 and ongoing	Julia Kittle-White	Partner Team; Report Form	Completed report forms designed to monitor pick up/drop off activities and completed action plans for any items needing correction or improvement.	In progress; form is developed
Revise CSB Ongoing Monitoring to include safe drop off and pick up practices.	January 15, 2020 and ongoing	Nelly Ige	Policies and procedures for all partners and for CSB	New tools and monitoring reports demonstrating performance.	In progress

Program Improvement Plan

38-940-0

Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
Distribute the handout “Parent Guidance for Keeping Children Safe” to all parents in the partner and directly operated sites.	December 31, 2019 and ongoing	Ana Araujo	Copies – two sided in English and Spanish	Friday Flyer, Family Newsletter, photos of flyers in cubbies, back of CSB Menu	Completed and integrated into publications annually.
Enhance annual Pedestrian Safety training to include appropriate release training and “Parent Guidance for Keeping Children Safe” each year for all partner and directly operated program participants to strengthen a culture of safety.	January 31, 2020 and ongoing	Julia Kittle-White	Training materials	Training packet, sign in sheets, training plan	

Summary of progress towards outcome:

Area of Non-Compliance

Description of Incident	Underlying/ Root Causes <i>Why do we think this happened?</i>	Actions taken to address this specific incident <i>What were some immediate actions taken? What did we do that specifically addressed this incident?</i>
Reporting 1302.102(d)(1)(ii)	The grantee director was following ACF-IM-HS-15-05 which states that reports must be made within three days of learning of incident. The partner director informed the grantee director on August 5 th and the grantee director reported to the Regional Office on August 8 th , within three days and was under the impression this followed the intent of the IM.	1) Clarified with Program Specialist that the expectation is as soon as possible and practicable and not later than three days total.

Program Improvement Plan

38-940-0

Actions Taken to Strengthen Systems Program-wide

Key Element:	Reporting				
Intended Outcome:	All significant incidents involving the health and safety of program participants will be reported to the Regional Office by the Grantee as soon as possible and practicable, but not later than three days from the occurrence of any significant incident involving the health and safety of a child.				
Implementation Activities	Timeline	Staff responsible	Resources/ TTA	Documentation	Status of Activities
Amend all partner contracts to include the requirement to report any significant incident involving the health and safety of program participants within 24 hours of the incident instead of the current requirement of 48 hours.	By February 22, 2020	Nasim Eghlima	Contracts and Grants Unit County Administrator County Counsel	Executed contracts in place.	In progress
Train all partner staff to the new contract requirement and the Partner Learning Community Meeting	November 26, 2019 and ongoing	Christina Reich	Presentation	Agenda, sign in sheets, and meeting minutes.	Completed on 11/26/19 and integrated into annual refresher training ongoing.
Amend CSB Record Keeping and Reporting Policies and Procedures to include the requirement that the Head Start Director or her designee report any significant incident involving the health and safety of program participants as soon as possible and practicable but not later than three days after incident.	January 15, 2019	Carlos Ribeiro		Policy & Procedure Addendum in place.	In progress

Summary of progress towards outcome:



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

October 21, 2019

Contra Costa County

Re: Grant No. 09CH010862

Dear Head Start Grantee:

The Administration for Children and Families (ACF), Office of Head Start (OHS) recently conducted a monitoring review of your program. The attached report contains information about your agency's performance and compliance with the requirements of the Head Start Program Performance Standards, Public Law 110-134, Improving Head Start for School Readiness Act of 2007, and other applicable regulations.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

If the report has findings the corrective action period will begin 72 hours from the time this email was sent.

Sincerely,

OHS Monitoring Team



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: 2019 Hazardous Materials Commission Annual Report

RECOMMENDATION(S):

ACCEPT the 2019 Annual Report from the Hazardous Materials Commission.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

Board of Supervisors Resolution No. 2011/497 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.

CONSEQUENCE OF NEGATIVE ACTION:

Hazardous Materials Commission will be out of compliance with Board of Supervisors Resolution No. 2011/497.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Michael Kent,
925-313-6587

ATTACHMENTS

Annual Report

2019 ANNUAL REPORT

Advisory Body Name: Hazardous Materials Commission

Advisory Body Meeting Time/Location: Fourth Thursday of every month, 4-6 pm, 2477 Arnold Industrial Way, Concord

Chair: George Smith, Environmental Engineer Seat

Staff: Michael Kent, Contra Costa Health Services

Reporting Period: January-December, 2019

ACTIVITIES

- Conducted annual meetings with each of the five County Supervisors.
- Received presentations on the proposed control of coal loading in Richmond.
- Received regular updates on the status of the AB 617 process in West County.
- Received an update on the status of the Pharmaceutical Disposal ordinance.
- Received a presentation on PFASs in the environment.
- Received three presentations on DTSC development of SB 673 TSD permit requirements.
- Received a presentation on SB 1000 Environmental Justice requirements for General Plans.
- Received an update on the status of the Community Warning System from the Office of Emergency Services.
- Reviewed the draft annual report on the ISO.
- Received a presentation on a Carbon Tax proposal.
- Received a presentation concerning a proposed deep-water dredging project.
- Advertised for and reviewed applications for open Commission seats.
- Planned a workshop on Cybersecurity with Contra Costa CAER and the Department of Homeland Security.
- Received presentations on WSPA lawsuits about State accident prevention laws.
- Received a presentation on the repurposing of the State underground storage tank cleanup fund.
- Received a presentation from Phillips 66 refinery on their Marine Terminal proposal.

ACCOMPLISHMENTS

- Created an ad-hoc Student seat for the Commission.
- Made recommendations to the Board of Supervisors concerning pipeline safety.
- Provided input to the Hazardous Materials Program on the annual ISO report.
- Made recommendations to the Board of Supervisors concerning appointments to 2 Environmental seats and a General Public Seat.
- Held a workshop on Cybersecurity with Contra Costa CAER and the Department of Homeland Security.

ATTENDANCE/REPRESENTATION

The 13-member Commission has members and alternates from organized labor, environmental groups, industry, cities, environmental engineering firms, the League of Women Voters and the public at large. The Commission had membership from all regions of the County in 2019. All thirteen seats on the Commission were occupied this year. One of the Environmental Seats and one of the Environmental Seat alternates were vacated and replaced this year. One of the Business Seats and one of the Business alternate seats were vacated this year and replaced this year. The alternate for one of the Labor seats was vacant the whole year. The Commission held ten full commission meetings this year. The Operations committee met nine times this year and the Planning & Policy committee met seven times this year. On average, ten of the thirteen Commission seats were represented at the full Commission meetings.

TRAINING/CERTIFICATION

No training or certification was provided or conducted.

PROPOSED WORK PLAN/OBJECTIVES FOR THIS YEAR

In 2020 the Commission will continue to investigate some of the issues they began investigating in 2019 and will address emerging issues that are brought to them by the Board of Supervisors, the public and members of the Commission. In addition, the Commission will continue to monitor several issues that they monitored in 2019.

The issues the Commission intends to continue investigating in 2020 are the WSPA lawsuits concerning state accident prevention laws, the relationship of deep water dredging and other activities at Phillips 66 to their long-term crude oil slate, the implementation of state regulations concerning TSD permits for large industrial facilities, principle statements for the County's legislative platform, and Environmental Justice requirements in the development of the County's General Plan update.

The issue the Commission intends to continue to monitor in 2020 are the implementation of the County's Pharmaceutical Ordinance, the Northern Waterfront Economic Development Initiative, implementation of the recommendations of the Adapting to Rising Tides study, the AB 617 process in Richmond, the adoption of a local coal ordinance in Richmond, and implementation of the Industrial Safety Ordinance and the Community Warning System.

Additional activities the Commission will conduct in 2020 are annual meetings with each of the County Supervisors, placement of an ad-hoc student seat on the Commission, and recruitment of a candidate for the new Environmental Justice seat on the Commission, if it is approved by the Board of Supervisors.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: January 21, 2020

Subject: 2019 Annual Report for the Emergency Medical Care Committee

RECOMMENDATION(S):

ACCEPT the 2019 Annual Report by the Contra Costa County Emergency Medical Care Committee (EMCC).

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

On December 13, 2011, the Board of Supervisors adopted Resolution No. 2011/497, which requires that each advisory body 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, in December.

The Contra Costa County Board of Supervisors established the Contra Costa County EMCC (Resolutions 68/404, 77/637, 79/640 and by Board Order on February 24, 1998) in accordance with the California Health and Safety Code Division 2.5, Ch. 4, Article 3, to act in an advisory capacity to the Board and the County Health Services Director on matters relating to emergency medical services in the County.

CONSEQUENCE OF NEGATIVE ACTION:

The 2019 Annual EMCC Report will not be approved.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: David Goldstein,
925-608-5454

cc: Rachel Morris, Marcy Wilhelm

ATTACHMENTS

Annual Report



Emergency Medical Care Committee
2019 Annual Report

Annual Report for 2019

Advisory Body Name: Emergency Medical Care Committee (EMCC)

Advisory Body Meeting Time/Location: 4:00 p.m. - 5:30 p.m. on the second Wednesday of March, June, September, and December, unless otherwise noted. Meetings are held at the EMS Agency office, 777 Arnold Drive, Suite 110, Martinez, unless otherwise noted.

Chair: Kacey Hansen (December 2015 – December 2019)

Staff Person: Rachel Morris (January 2017 – Present), Health Services, Emergency Medical Services

Reporting Period: January 1, 2019 – December 31, 2019

I. Activities:

The EMCC, over four (4) regular meetings in the past year, was involved in or kept its membership informed about the following:

- Alliance annual report was given with discussion at the Board of Supervisors on ambulance patient offload times (APOT) impact on EMS system and providers.
- Local EMS Agency (LEMSA) establishes optional scope for use of epinephrine and narcan in first responder BLS protocols. Once established, new protocols created an opportunity for all BLS fire first responder agencies to use.
- The continued process to update the county ambulance ordinance. Final draft ambulance ordinance anticipated to be released soon from County Counsel. EMCC Stakeholder Workshop to be held prior to bringing the ordinance to the Board of Supervisors. Updates in ordinance are focused on non-emergency ambulance services and public safety, and integration of emergency and non-emergency transport providers in mass casualty and disaster events.
- LEMSA participation with CCHS partners and system stakeholders on opiate overdose workgroup.
- The Board of Supervisors recognized May 19-25th 2019 as National EMS Week, and May 22nd as EMS for Children Day.
- Monitor the continued status of potential closure of Alta Bates Hospital, Alameda County and City of Berkeley workgroup, and concerns of impact to West County.
- San Ramon RFP contract extended by the Board of Supervisors to April 30, 2020.
- EMSA approved EMS for Children (EMSC) regulations; LEMSA staff working on the local efforts for Contra Costa EMS for Children system of care.
- On November 20th, EMS hosted the 4th annual Contra Costa County Survivors Reunion Luncheon to show tangible continuum of care, and where survivors meet their rescuers.
- Treatment guidelines and policies updated towards the end of a year are mostly finished for sending out for public comment. Implementation is January 1st, 2020.
- The LEMSA along with other Contra Costa County divisions, stakeholders and outside agencies, all worked together during the PG&E Public Safety Power Shutoffs (PSPS).
- Biannual activity reported for the Contra Costa Med-Health Coalition to comply with Hospital Preparedness Program (HPP) program requirements.
- Continued adverse impacts on 9-1-1 ambulance providers and patient care associated with prolonged ambulance patient offload delays (APOT).
- LEMSA reports to Board of Supervisor Finance Committee addressing needs for sustainable EMS System funding to support continuity of operations of a high-performance EMS system.
- EMSA denials of Contra Costa 2016 & 2017 EMS system plans and appeals associated with the County Alliance procurement process in 2014.
- Launch of Contra Costa Community College Paramedic Program.
- Appointment of Dr. David Goldstein as new interim EMS Director.

II. Accomplishments

- Approval of EMCC 2018 Annual Report.
- LEMSA recognized with the Mission Lifeline: Gold Plus Award for their STEMI system, along with AMR Concord, CCCFPD, ECCFPD, El Cerrito Fire Department, MOFD, Pinole Fire Department, Richmond Fire Department, Rodeo-Hercules Fire District, SRVFPD.
- Recognition of the AMR Contra Costa Team for their response to disasters during the past five (5) years.
- New Slate of Officers nominations, elections, and appointments for the 2019-2021 term.

III. Attendance/Representation

The EMCC is a multidisciplinary committee with membership consisting of representation of specific EMS stakeholder groups and organizations plus one (1) consumer member nominated by each Board of Supervisor member. There are twenty-one (21) filled member seats on the EMCC. Three (3) seats are unfilled. A quorum was achieved at four (4) of the four (4) EMCC meetings in 2019.

IV. Training/Certification

Each EMCC representative was given a copy of the Advisory Body Handbook and copies of the “The Brown Act and Better Government Ordinance Training Video” and “Ethics Orientation for County Officials” video (updated to “Ethics for Local Government Officials” video offered by the Fair Political Practices Commission) during their two (2) year term. Responsibilities of County Boards were discussed including the responsibility to view the videos and submit signed certifications. Certification forms have been received from 13 of 21 of the representatives. The two certificates received this year are attached.

V. Proposed Work Plan/Objectives for Next Year

Report to the local EMS Agency and to the Board of Supervisors as appropriate its observations and recommendations relative to its review of:

- Continue to support and foster Alliance/EMS partnerships to enhance efficiencies and workflows supporting EMS System improvement.
- Continue to explore opportunities and efforts to procure sustainable funding for EMS System emergency communications, dispatch and data infrastructure enhancements to optimize patient care in day to day and disaster conditions.
- Support Medical Health Disaster Coalition preparedness and engagement throughout EMS System in accordance with CMS Emergency Preparedness provider requirements.
- Engage stakeholders in supporting Medical Reserve Corps’ capability for children and special needs populations.
- Approve new county ambulance ordinance.
- Continue to support LEMSA EMS System Plan(s) and Alliance procurement appeals to EMS Commission.
- Receive updates on State EMS Authority the 2018 EMS System Plan, Quality, Trauma, Stroke, STEMI and EMS for Children programs.
- Continue to monitor and report on EMS System impacts due to changing economics and health care reform.
- Receive 2018 Annual EMS System performance report.
- Support exploration on innovative models of EMS service delivery with hospital community.
- Support emergency ambulance provider and community hospitals efforts to reduce patient transfer of care extended delays that impact the availability of ambulances for the next 9-1-1 call.
- Support EMS System program (STEMI, Stroke, Cardiac Arrest, EMSC, Quality/Patient Safety and Trauma) initiatives.
- Support and sustain community education and outreach, e.g. *HeartSafe*, Child Injury Prevention.
- Support appropriate use of 9-1-1, CPR Anytime, and Automatic External Defibrillator (AED) programs through partnerships with law enforcement, CERT, fire first responders and community coalitions.
- Continue to support 5thth Annual Contra Costa Survivors Reunion.
- Continue to monitor West County EMS System associated with closure of Doctors Medical Center and pending closure of Alta Bates Summit.
- Receive updates on the Contra Costa Med/Health Coalition as required by the Contra Costa Med/Health Coalition Charter.
- Receive updates on status of Community Paramedic and EMT training programs.
- Receive updates on treatment guidelines and policies for 2020.
- Receive updates on EMS Quality Partnership tool “First Pass” supporting enhanced provider level compliance associated with prehospital patient care workflows.



**Training Certification
for
Member of County Advisory Body**

By signing below, I certify that on 12/12/18 ^(a) watched the entire training tape: **“The Brown Act and Better Government Ordinance—What You Need to Know as a Commission, Board, or Committee Member.”**

By signing below, I certify that on 3/11/19, I watched the entire training tape: **“Ethics Orientation for County Officials.”**

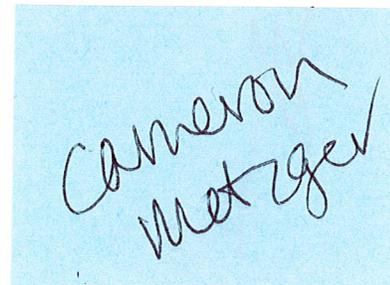


(Name of Member of Advisory Body)

3/13/19

(Date)

Return this Certification to the chair or staff of your advisory body. Your Certification that you have completed these training activities will be included in your advisory body's annual report to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.



Public Service Ethics Education Online Proof of Participation Certificate

Date of Completion: Feb 15, 2019

Training Time*: 1 hr. 30 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites (“perks”) of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.



By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Participant Signature

Karin Schnaider

Participant Name

City of Tracy

Agency Name

*NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. To preserve the integrity of the online certification process; **these certificates are only available upon completing the online session.** * To satisfy AB 1234 requirements, this certificate must reflect that the public official spent two hours or more reviewing the materials presented in the online course. If the certificate reflects less than two hours, the participant should have on file additional certificates demonstrating that the official has satisfied the entire two hour requirement.*

COVER PAGE

A PUBLIC DOCUMENT

Please type or print in ink.

NAME OF FILER (LAST)	(FIRST)	(MIDDLE)
Schnaider	Karin	Susan

1. Office, Agency, or Court

Agency Name (Do not use acronyms)
City of Tracy
Division, Board, Department, District, if applicable
Finance Department
Your Position
Finance Director

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Emergency Medical Care Committee Contra Costa Position: Member

2. Jurisdiction of Office (Check at least one box)

State Judge or Court Commissioner (Statewide Jurisdiction)
 Multi-County _____ County of Contra Costa
 City of Tracy Other _____

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2018, through December 31, 2018.
 -or-
 The period covered is _____ through December 31, 2018.
 Assuming Office: Date assumed _____
 Candidate: Date of Election _____ and office sought, if different than Part 1: _____
 Leaving Office: Date Left _____ (Check one circle.)
 The period covered is January 1, 2018, through the date of leaving office.
 -or-
 The period covered is _____ through the date of leaving office.

4. Schedule Summary (must complete) ► Total number of pages including this cover page: _____

Schedules attached

Schedule A-1 - Investments - schedule attached Schedule C - Income, Loans, & Business Positions - schedule attached
 Schedule A-2 - Investments - schedule attached Schedule D - Income - Gifts - schedule attached
 Schedule B - Real Property - schedule attached Schedule E - Income - Gifts - Travel Payments - schedule attached

-or- **None - No reportable interests on any schedule**

5. Verification

MAILING ADDRESS <i>(Business or Agency Address Recommended - Public Document)</i>	STREET	CITY	STATE	ZIP CODE
333 Civic Center Plaza		Tracy	CA	95376
DAYTIME TELEPHONE NUMBER (209) 8316841		EMAIL ADDRESS karin.schnaider@cityoftracy.org		

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed March 8, 2019
(month, day, year)

Signature Karin Schnaider
(File the originally signed paper statement with your filing official.)

SCHEDULE D
Income – Gifts

Name
Karin Schneider

▶ NAME OF SOURCE (Not an Acronym)
NBS

ADDRESS (Business Address Acceptable)
32605 Temecula Parkway, Suite 100 Temecula CA

BUSINESS ACTIVITY, IF ANY, OF SOURCE
Rate Consultant

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
03 / 21 / 18	\$ 65	meal CSMFO
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____

▶ NAME OF SOURCE (Not an Acronym)
Sloan Sakai Yeung & Wong LLP

ADDRESS (Business Address Acceptable)
555 Capitol Mall, Suite 600, Sacramento, CA 95814

BUSINESS ACTIVITY, IF ANY, OF SOURCE
Labor Attorney

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
12 / 5 / 18	\$ 120	meal with guest CalPel
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____

▶ NAME OF SOURCE (Not an Acronym)
NY Life

ADDRESS (Business Address Acceptable)
2633 Camino Ramon, Suite 525, San Ramon, CA

BUSINESS ACTIVITY, IF ANY, OF SOURCE
husband employee bonus

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
04 / 28 / 18	\$ 100	Giants Tickets
05 / 19 / 18	\$ 200	Wente Wine Event
08 / 04 / 18	\$ 200	Giants Tickets

▶ NAME OF SOURCE (Not an Acronym)

ADDRESS (Business Address Acceptable)

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____

▶ NAME OF SOURCE (Not an Acronym)

ADDRESS (Business Address Acceptable)

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____

▶ NAME OF SOURCE (Not an Acronym)

ADDRESS (Business Address Acceptable)

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____
___ / ___ / ___	\$ _____	_____

Comments: _____



Contra
Costa
County

To: Successor to the Contra Costa County Redevelopment Agency
From: John Kopchik, Director, Conservation & Development Department
Date: January 21, 2020

Subject: Recognized Obligation Payment Schedule (ROPS) for July 1, 2020 - June 30, 2021

RECOMMENDATION(S):

ADOPT Resolution No. 2020/20 approving the Recognized Obligation Payment Schedule (“ROPS 20-21”) and administrative budget for the Successor Agency (“Administrative Budget”) for the period of July 1, 2020 through June 30, 2021.

FISCAL IMPACT:

No impact to the General Fund. Since the Contra Costa County Redevelopment Agency dissolved (the “Dissolved RDA”), the tax allotment is now deposited in the Redevelopment Property Tax Trust Fund (“RPTTF”), which is administered by the County Auditor-Controller. Distributions are made semi-annually from the RPTTF to the Successor Agency by the County Auditor-Controller to fund the Successor Agency's administrative budget and Recognized Obligation Payment Schedule. These funds are distinct and separate from other funds used by the Department of Conservation and Development. According to State law, any obligation of the Successor Agency that cannot be funded by the RPTTF would not be an obligation of the County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** 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: January 21, 2020

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

By: Stephanie Mello, Deputy

Contact: Maureen Toms (925)
674-7878

cc:

BACKGROUND:

Recognized Obligation Payment Schedule 20 - 21

Resolution No. 2020/20 adopts ROPS 20-21, which is included as Exhibit A to this report. After adoption by the Successor Agency, ROPS 20-21 will be submitted to the Countywide Oversight Board for approval. The Oversight Board is scheduled to meet on January 27, 2020. As required under Health and Safety Code Section 34179.6, ROPS 20-21 will be submitted to the State Controller's Office, Department of Finance (DOF) and the County Auditor-Controller, and will be posted on the Successor Agency's website. The DOF must receive ROPS 20-21 no later than February 1, 2020.

Administrative Budget

Pursuant to Health & Safety Code Section 34177, the Successor Agency staff prepares a budget for the fiscal year. The state statute specifies a minimum administrative cost allowance to the Successor Agency for its administrative costs, using a percentage of property tax revenue allocated by the County Auditor-Controller to the Successor Agency to meet enforceable obligations. The County Auditor-Controller calculates the allowance using three percent of the distribution to be received by the Successor Agency from the Redevelopment Property Tax Trust Funds (RPTTF) or \$250,000 for the fiscal year, whichever amount is greater. The Successor Agency will budget for the minimum \$250,000 for FY 20-21. The administrative budget is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt the resolution would require the Board to consider other options for providing and funding staff support for the Successor Agency. Without approving the Recognized Obligation Payment Schedule, the County Auditor-Controller would not be able to allocate funds to the Successor Agency for staffing services and payment of recognized obligations during this twelve-month period, and the Successor Agency would risk defaulting on enforceable obligations.

AGENDA ATTACHMENTS

Resolution 2020/20

Exhibit A-ROPS 20-21

Exhibit B-Administrative Budget

MINUTES ATTACHMENTS

Signed Resolution No. 2020/20

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 01/21/2020 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. 2020/20

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF CONTRA COSTA ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY FOR THE CONTRA COSTA COUNTY REDEVELOPMENT, A SEPARATE LEGAL ENTITY, APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021 ("ROPS 20-21") AND THE ADMINISTRATIVE BUDGET FOR FISCAL YEAR 20-21, AND DIRECTING THE COUNTY ADMINISTRATOR TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE REQUIREMENTS ASSOCIATED WITH THIS APPROVAL

WHEREAS, pursuant to ABx1 26 as amended by AB 1484 (the "Dissolution Act"), the separate legal entity known as the Successor Agency of the Contra Costa County Redevelopment Agency (the "Successor Agency") must prepare "Recognized Obligation Payment Schedules" ("ROPS") that enumerates the enforceable obligations and expenses of the Successor Agency for each successive fiscal period until the wind down and disposition of assets of the dissolved Contra Costa County Redevelopment Agency (the "Dissolved RDA") has been completed; and

WHEREAS, the Successor Agency staff has prepared a ROPS for the 12-month fiscal period commencing on July 1, 2020 and continuing through June 30, 2021 ("ROPS 20-21"); and WHEREAS, the Successor Agency staff has prepared an administrative budget for the fiscal period commencing on July 1, 2020 and continuing through June 30, 2021 ("FY 20-21 Administrative Budget"); and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the "Administrative Cost Allowance") pursuant to Health and Safety Code Sections 34171(b) and 34183(a)(3) in the approximate amount of \$250,000 for the 2020-21 fiscal year; and

WHEREAS, under the Dissolution Act, ROPS 20-21 and the FY 20-21 Administrative Budget must be approved by the Countywide Oversight Board (the "Oversight Board") to enable the Successor Agency to continue to make payments on enforceable obligations and to pay for administrative costs of the Successor Agency; and

WHEREAS, the Board of Supervisors, acting as the Governing Board of the Successor Agency, has considered and desires to approve the following documents, copies of which are on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency): 1. The ROPS 20-21; and 2. The FY 20-21 Administrative Budget; and

WHEREAS, the ROPS 20-21 and the FY 20-21 Administrative Budget will be submitted by the Successor Agency to the Oversight Board for the Oversight Board's approval in accordance with Health and Safety Code Sections 34177 and 34180(g); and

WHEREAS, the ROPS 20-21 and the FY 20-21 Administrative Budget will also be submitted by the Successor Agency to the Contra Costa County Administrative Officer, the Contra Costa County Auditor-Controller, and the State Department of Finance in accordance with Health and Safety Code Section 34179.6; and

WHEREAS, approval of the ROPS 20-21 and the FY 20-21 Administrative Budget is exempt from the requirements of the California Environmental Quality Act and the applicable state and local implementing guidelines ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and

WHEREAS, the accompanying staff report provides supporting information upon which the actions set forth in this Resolution

are based.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, acting as the Governing Board of the Successor Agency and in accordance with the Dissolution Act, hereby finds, resolves, and determines that the foregoing recitals are true and correct, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, resolutions, and determinations set forth below; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby approves the ROPS 20-21 and the FY 20-21 Administrative Budget, in the respective forms on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency); and

BE IT FURTHER RESOLVED that the Successor Agency is authorized and directed to enter into any agreements and amendments to agreements consistent with the Dissolution Act and necessary to memorialize and implement the agreements and obligations in ROPS 20-21 and the FY 20-21 Administrative Budget as herein approved by the Successor Agency; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes and directs the Successor Agency staff, acting on behalf of the Successor Agency, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS 20-21 and the FY 20-21 Administrative Budget, and to take any other actions necessary to ensure the validity of the ROPS and the validity of any enforceable obligation listed thereon and the validity of the Administrative Budget and corresponding Administrative Cost Allowance. In addition, the Board of Supervisors authorizes and directs the Successor Agency staff to make such non-substantive revisions to ROPS 20-21 as may be necessary to submit ROPS 20-21 in any modified form required by the DOF, and ROPS 120-21 as so modified shall thereupon constitute ROPS 20-21 as approved by the Board of Supervisors pursuant to this Resolution; and

BE IT FURTHER RESOLVED that nothing in this Resolution shall abrogate, waive, impair or in any other manner affect the right or ability of the County, as a political subdivision of the State of California, or the Successor Agency, as a separate legal entity, to initiate and prosecute any litigation with respect to any agreement or other arrangement of the Dissolved RDA, including, without limitation, any litigation contesting the purported invalidity of such agreement or arrangement pursuant to the Dissolution Act; and

BE IT FURTHER RESOLVED that this Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

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

ATTESTED: January 21, 2020

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

Contact: Maureen Toms (925) 674-7878

By: Stephanie Mello, 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 01/21/2020 by the following vote:

John Gioia
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover

AYE: 5

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2020/20

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF CONTRA COSTA ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY FOR THE CONTRA COSTA COUNTY REDEVELOPMENT, A SEPARATE LEGAL ENTITY, APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021 ("ROPS 20-21") AND THE ADMINISTRATIVE BUDGET FOR FISCAL YEAR 20-21, AND DIRECTING THE COUNTY ADMINISTRATOR TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE REQUIREMENTS ASSOCIATED WITH THIS APPROVAL

WHEREAS, pursuant to ABx1 26 as amended by AB 1484 (the "Dissolution Act"), the separate legal entity known as the Successor Agency of the Contra Costa County Redevelopment Agency (the "Successor Agency") must prepare "Recognized Obligation Payment Schedules" ("ROPS") that enumerates the enforceable obligations and expenses of the Successor Agency for each successive fiscal period until the wind down and disposition of assets of the dissolved Contra Costa County Redevelopment Agency (the "Dissolved RDA") has been completed; and

WHEREAS, the Successor Agency staff has prepared a ROPS for the 12-month fiscal period commencing on July 1, 2020 and continuing through June 30, 2021 ("ROPS 20-21"); and WHEREAS, the Successor Agency staff has prepared an administrative budget for the fiscal period commencing on July 1, 2020 and continuing through June 30, 2021 ("FY 20-21 Administrative Budget"); and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the "Administrative Cost Allowance") pursuant to Health and Safety Code Sections 34171(b) and 34183(a)(3) in the approximate amount of \$250,000 for the 2020-21 fiscal year; and

WHEREAS, under the Dissolution Act, ROPS 20-21 and the FY 20-21 Administrative Budget must be approved by the Countywide Oversight Board (the "Oversight Board") to enable the Successor Agency to continue to make payments on enforceable obligations and to pay for administrative costs of the Successor Agency; and

WHEREAS, the Board of Supervisors, acting as the Governing Board of the Successor Agency, has considered and desires to approve the following documents, copies of which are on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency): 1. The ROPS 20-21; and 2. The FY 20-21 Administrative Budget; and

WHEREAS, the ROPS 20-21 and the FY 20-21 Administrative Budget will be submitted by the Successor Agency to the Oversight Board for the Oversight Board's approval in accordance with Health and Safety Code Sections 34177 and 34180(g); and

WHEREAS, the ROPS 20-21 and the FY 20-21 Administrative Budget will also be submitted by the Successor Agency to the Contra Costa County Administrative Officer, the Contra Costa County Auditor-Controller, and the State Department of Finance in accordance with Health and Safety Code Section 34179.6; and

WHEREAS, approval of the ROPS 20-21 and the FY 20-21 Administrative Budget is exempt from the requirements of the California Environmental Quality Act and the applicable state and local implementing guidelines ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and

WHEREAS, the accompanying staff report provides supporting information upon which the actions set forth in this Resolution

are based.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, acting as the Governing Board of the Successor Agency and in accordance with the Dissolution Act, hereby finds, resolves, and determines that the foregoing recitals are true and correct, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, resolutions, and determinations set forth below; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby approves the ROPS 20-21 and the FY 20-21 Administrative Budget, in the respective forms on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency); and

BE IT FURTHER RESOLVED that the Successor Agency is authorized and directed to enter into any agreements and amendments to agreements consistent with the Dissolution Act and necessary to memorialize and implement the agreements and obligations in ROPS 20-21 and the FY 20-21 Administrative Budget as herein approved by the Successor Agency; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes and directs the Successor Agency staff, acting on behalf of the Successor Agency, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS 20-21 and the FY 20-21 Administrative Budget, and to take any other actions necessary to ensure the validity of the ROPS and the validity of any enforceable obligation listed thereon and the validity of the Administrative Budget and corresponding Administrative Cost Allowance. In addition, the Board of Supervisors authorizes and directs the Successor Agency staff to make such non-substantive revisions to ROPS 20-21 as may be necessary to submit ROPS 20-21 in any modified form required by the DOF, and ROPS 120-21 as so modified shall thereupon constitute ROPS 20-21 as approved by the Board of Supervisors pursuant to this Resolution; and

BE IT FURTHER RESOLVED that nothing in this Resolution shall abrogate, waive, impair or in any other manner affect the right or ability of the County, as a political subdivision of the State of California, or the Successor Agency, as a separate legal entity, to initiate and prosecute any litigation with respect to any agreement or other arrangement of the Dissolved RDA, including, without limitation, any litigation contesting the purported invalidity of such agreement or arrangement pursuant to the Dissolution Act; and

BE IT FURTHER RESOLVED that this Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

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

ATTESTED: January 21, 2020

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

Stephanie Mello
By: Stephanie Mello, Deputy



Contact: Maureen Toms (925) 674-7878

cc:

**Recognized Obligation Payment Schedule (ROPS 20-21) - Summary
Filed for the July 1, 2020 through June 30, 2021 Period**

Successor Agency: Contra Costa County

County: Contra Costa

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	20-21A Total (July - December)	20-21B Total (January - June)	ROPS 20-21 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ 330,000	\$ -	\$ 330,000
B Bond Proceeds	-	-	-
C Reserve Balance	330,000	-	330,000
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 3,351,752	\$ 4,453,006	\$ 7,804,758
F RPTTF	3,226,752	4,328,006	7,554,758
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E)	\$ 3,681,752	\$ 4,453,006	\$ 8,134,758

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name Title

/s/ _____
Signature Date

Contra Costa County
Recognized Obligation Payment Schedule (ROPS 20-21) - ROPS Detail
July 1, 2020 through June 30, 2021

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$145,726,756		\$8,134,758	\$-	\$330,000	\$-	\$3,226,752	\$125,000	\$3,681,752	\$-	\$-	\$-	\$4,328,006	\$125,000	\$4,453,006
46	Placemaking Transit Village	OPA/DDA/ Construction	12/19/ 2005	07/10/2026	Avalon Bay	Placemaking improvements (i.e. parks, etc.)	C	330,000	N	\$330,000	-	330,000	-	-	-	\$330,000	-	-	-	-	-	\$-
60	Bond-License agreement	Professional Services	03/31/ 2006	03/31/2038	DAC	Document repository for bond issues	ALL	6,000	N	\$6,000	-	-	-	3,000	-	\$3,000	-	-	-	3,000	-	\$3,000
61	Bond-Treasurer fees	Fees	07/10/ 1984	08/01/2037	CCC Treasurer	Cash management for bond issues	ALL	10,200	N	\$600	-	-	-	600	-	\$600	-	-	-	-	-	\$-
63	Hookston Station Remediation	Remediation	11/05/ 1997	08/01/2037	Bank Of Amer, Trustee	Remediation of hazardous material	C	865,351	N	\$50,903	-	-	-	50,903	-	\$50,903	-	-	-	-	-	\$-
77	Financial Assistance	OPA/DDA/ Construction	11/01/ 1998	11/01/2028	Bridge Housing	Agency assistance	C	800,000	N	\$100,000	-	-	-	100,000	-	\$100,000	-	-	-	-	-	\$-
78	Financial Assistance	OPA/DDA/ Construction	12/19/ 2005	05/01/2036	Avalon Bay	Agency assistance.	C	19,917,180	N	\$1,327,812	-	-	-	-	-	\$-	-	-	-	1,327,812	-	\$1,327,812
82	I H Trail/ Hookston Remediation (IH Hookston Station)	Professional Services	08/15/ 2012	12/31/2027	Goldfarb Lipman	Remediation of I H corridor parcels (IH Hookston Station)	C	45,000	N	\$10,000	-	-	-	5,000	-	\$5,000	-	-	-	5,000	-	\$5,000
91	Hookston Station Remediation (IH Hookston Station)	Professional Services	01/23/ 2012	06/15/2017	Ensafe	Administrator of haz-mat remediation fund. (IH Hookston Station)	C	34,000	N	\$8,000	-	-	-	4,000	-	\$4,000	-	-	-	4,000	-	\$4,000
94	Administrative Allowance	Admin Costs	07/01/ 2016	05/01/2037	Contra Costa County	Administrative Allowance	ALL	4,500,000	N	\$250,000	-	-	-	-	125,000	\$125,000	-	-	-	-	125,000	\$125,000
104	Iron Horse (IH) Corridor Remediation (IH Hookston Station)	Professional Services	07/01/ 2013	05/01/2027	Contra Costa County	Direct costs for IH Corridor properties, remediation	C	20,000	N	\$5,000	-	-	-	5,000	-	\$5,000	-	-	-	-	-	\$-
109	Bond Arbitrage	Fees	07/01/ 2011	06/30/2037	BLX Group LLC	Arbitrage Rebate	ALL	-	Y	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
	Rebate Reporting Compliance					Compliance Services																
110	Disclosure Statements Reporting Compliance	Fees	04/20/1999	03/01/2038	Fraser & Associates/Schiff Harden	Disclosure Statements Compliance Services	ALL	95,000	N	\$10,000	-	-	-	5,000	-	\$5,000	-	-	-	5,000	-	\$5,000
125	Financial Assistance-Escrow	OPA/DDA/Construction	12/19/2005	05/01/2036	Banking/Escrow Fund TBD	Related to #78, but the escrow payee portion		23,394,719	N	\$68,192	-	-	-	68,192	-	\$68,192	-	-	-	-	-	\$-
126	2017 Series A&B Debt Service	Refunding Bonds Issued After 6/27/12	08/01/2018	08/01/2037	US BANK	Series 2017 A&B Tax Allocation Bonds		95,641,306	N	\$5,960,251	-	-	-	2,981,057	-	\$2,981,057	-	-	-	2,979,194	-	\$2,979,194
127	Trustee fees for 2017 Series A&B	Fees	08/01/2018	08/01/2038	US BANK	Annual administration fees - 2017 Series A&B		68,000	N	\$8,000	-	-	-	4,000	-	\$4,000	-	-	-	4,000	-	\$4,000

Contra Costa County
Recognized Obligation Payment Schedule (ROPS 20-21) - Report of Cash Balances
July 1, 2017 through June 30, 2018
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.

A	B	C	D	E	F	G	H	
ROPS 17-18 Cash Balances (07/01/17 - 06/30/18)		Fund Sources					Comments	
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF		
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin		
1	Beginning Available Cash Balance (Actual 07/01/17) RPTTF amount should exclude "A" period distribution amount.		2,810,857	2,042,667	51	99,944	\$99,444 is unspent balance of PPA 1617.	
2	Revenue/Income (Actual 06/30/18) RPTTF amount should tie to the ROPS 17-18 total distribution from the County Auditor-Controller		84,888,910		50	9,071,620	RPTTF distribution for ROPS 1718 = \$5,284,545 (A) + \$9,071,620(B) .	
3	Expenditures for ROPS 17-18 Enforceable Obligations (Actual 06/30/18)		86,818,093	8,393		8,877,943	No cash retention for RPTTF	
4	Retention of Available Cash Balance (Actual 06/30/18) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)		-		-			
5	ROPS 17-18 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 17-18 PPA form submitted to the CAC		No entry required					6. Bond: Ending Bank balance of \$881,674 is reserved to fund August 1, 2018 debt service payment.
6	Ending Actual Available Cash Balance (06/30/18) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$881,674	\$2,034,274	\$101	\$293,621	\$2,327,996 = Total Available cash balance + investment.	

Contra Costa County
Recognized Obligation Payment Schedule (ROPS 20-21) - Notes
July 1, 2020 through June 30, 2021

Item #	Notes/Comments
46	Reserve: No additional funding is requested in ROPS 20-21 period. The amount of \$330,000 is expected to be spent within Fiscal Year 2020-21.
60	
61	
63	Estimated expenditures for ROPS 20-21 is \$50,903 annually.
77	
78	
82	
91	
94	
104	Legal counsel related to remediation.
109	Retired for ROPS 20-21 period.
110	
125	
126	Debt Service amount for ROPS 20-21 is total of \$5,960,251.
127	

Exhibit B

Administrative Budget for Contra Costa County Successor Agency

	20-21A	20-21B	Total
Admin/Non Admin Staff Expenses			
Space Rent	\$19,500	\$19,500	\$39,000
Salary/Overhead	\$104,500	\$104,500	\$209,000
Various Admin Expenses	\$1,000	\$1,000	\$2,000
TOTAL ADMIN EXPENSES	\$125,000	\$125,000	\$250,000
Revenue			
TOTAL ADMIN REVENUES	\$125,000	\$125,000	\$250,000