

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

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

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

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 meeting will be accessible in-person, via television, and via live-streaming to all members of the public. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).**

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

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

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

Staff reports related to open session items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

**ANNOTATED AGENDA & MINUTES**  
**August 8, 2023**

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

**Closed Session**

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

1. Agency Negotiators: Monica Nino.

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

2. Agency Negotiators: Monica Nino.

Unrepresented Employees: All unrepresented employees.

**Inspirational Thought-** *“Don’t ever think that just because you do things differently, you’re wrong.”*— Gail Tsukiyama, Bestselling Author and El Cerrito High School Graduate

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

Staff Present: Monica Nino, County Administrator  
Thomas Geiger, County Counsel

**There were no announcements from Closed Session.**

**CONSIDER CONSENT ITEMS** (Items listed as C.1 through C.69 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

**DISCUSSION ITEMS**

**D.1** RECEIVE the Employment and Human Services Department, Children and Family Services Bureau Comprehensive Prevention Plan Presentation. (Kathy Marsh and Alysia Dellaserra, Employment and Human Services Department; Kiki Farris, Probation Department)

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

**D.2** Acting as the governing board of the Wiedemann Ranch Geological Hazard Abatement District (GHAD), CONSIDER adopting Resolution No. 2023/04 approving the Magee Preserve Development Revised Plan of Control dated July 17, 2023, and hear any written objections thereto. (Patricia Curtain, GHAD Attorney)

**RECEIVED the report on the Revised Plan of Control for the Magee Preserve Development.**

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

**D. 3** CONSIDER Consent Items previously removed.

**There were no items removed for discussion.**

**D. 4** PUBLIC COMMENT (2 Minutes/Speaker)

**There were no requests to speak at public comment. Written commentary on volunteers performing trap-neuter-release of cats in Contra Costa County was provided by Kathy Gleason (attached).**

**D. 5** CONSIDER reports of Board members.

**Supervisor Burgis was able to spend time with residents in Antioch, Brentwood and Oakley on National Night Out. She commends the great police chiefs and sends best wishes to Chief Ford from Antioch on his retirement.**

***ADJOURN***

**Adjourned today's meeting at 10:38 a.m.**



## **CONSENT ITEMS**

### **Road and Transportation**

**C. 1** ACCEPT the 2023 Semi-Annual Report of Real Estate Acquisition Acceptances dated January 1, 2023, through June 30, 2023, approved by the Public Works Director as submitted, Concord, Clayton, Martinez, Pittsburg, and Rodeo areas. (No fiscal impact)

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

**C. 2** ADOPT Resolution No. 2023/515 approving and authorizing the Public Works Director, or designee, to fully close all of North Gate Road on March 2, 2024, intermittently from 6:00 a.m. through 11:00 a.m., for the purpose of a running road race, Walnut Creek area. (No fiscal impact)

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

### **Geologic Hazard Abatement Districts**

**C. 3** Acting as the governing board of the Wiedemann Ranch Geological Hazard Abatement District(GHAD), ADOPT Resolution No. 2023/05 to APPROVE Wiedemann Ranch GHAD Magee Preserve Development Engineer's Report dated July 19, 2023, DECLARE the GHAD's intent to order an assessment for the Magee Preserve Development, and SET a public hearing date 45 days after notice is provided to consider the proposed assessment and any protests thereto.

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

### **Claims, Collections & Litigation**

**C. 4** DENY claims filed by Robert Alley, Alice and Walter Burns, Reigh Louie Fiesta, Arthur and Melissa Mayfield, Andrea Renzulli, Christian Rutledge, Subro Claims on behalf of Geico Insurance, a subrogee of Paula Carrol Moore, Vasona Management, Inc., and 3150 Garrity Way, DE, LLC.

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

### **Statutory Actions**

**C. 5** ACCEPT Board members meeting reports for June 2023.

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

### **Honors & Proclamations**

**C. 6** ADOPT Resolution No. 2023/518 honoring Guita Bahramipour for her 12 years of volunteer service to 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 Ken Carlson, District V Supervisor Federal D. Glover

## **Ordinances**

**C. 7** ADOPT Ordinance No. 2023-15, amending the Disaster Council and Emergency Services Ordinance to revise the membership of the County Emergency Services Policy Board and update continuity of County government provisions. (No fiscal impact)

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

## **Appointments & Resignations**

**C. 8** ACCEPT the resignation of Jerry Kidd from the Appointee 3 Seat on the County Service Area P-2A Citizens Advisory Committee for a term ending December 31, 2023, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Andersen.

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

**C. 9** ACCEPT the resignation of Skyelar Cribbs, DECLARE a vacancy in the District 3, Seat 2 on the Mental Health Commission for a term ending June 30, 2025, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Burgis.

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

## **Appropriation Adjustments**

**C. 10** APPROVE Fiscal Year 2023-24 Appropriation Adjustment No. BDA-23-00231 authorizing revenue appropriations in the amount of \$225,941 to fund three Probation Community Associate positions. (100% State Community Corrections Performance Incentives Act)

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

## **Personnel Actions**

**C. 11** ADOPT Position Adjustment Resolution No. 26071 to establish the Probation Community Associate - Project (represented) classification and add three positions in the Probation Department. (100% State Community Corrections Performance Incentives Act)

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

**C. 12** ADOPT Position Adjustment Resolution No. 26169 to cancel one Elections Outreach Coordinator position (represented) and add one Elections Services Supervisor position (represented) in the Clerk-Recorder-Elections Department. (No fiscal impact)

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

**C. 13** ADOPT Position Adjustment Resolution No. 26167 to reclassify position #18666 and its incumbent from Institutional Services Worker - Generalist (represented) to Food Service Worker - Generalist (represented) in the Health Services Department. (Cost neutral)

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

### **Leases**

**C. 14** ACCEPT the 2023 Semi-Annual Report of Real Estate Delegation of Leases and Licenses dated January 1, 2023, through June 30, 2023, as recommended by the Public Works Director, Countywide. (No fiscal impact)

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

**C. 15** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a month-to-month rental agreement between the County, as landlord, and New Horizons Career Development Center, as tenant, for approximately 2,400 square feet of office space located at 199 Parker Avenue in Rodeo, at a rent of \$2,800 per month. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Ken Carlson, 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. 16** APPROVE and AUTHORIZE the Health Services Director to execute a grant amendment with the Bay Area Air Quality Management District, to allow contractor to purchase additional air filtration units and air filter replacements and increase spending for this purchase by \$38,000 to a new amount not to exceed \$68,000 for the County's Asthma Trigger Reduction Program with no change in the term of December 1, 2022 through April 30, 2024. (No County match)

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

**C. 17** RATIFY the Employment and Human Services Director's execution, on behalf of the Workforce Development Board of Contra Costa County, of Agreement No. M87984-7120 to accept funding in an amount not to exceed \$1,300,000 to provide workforce training services for the period January 1, 2023, through October 31, 2025. (100% State)

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

**C. 18** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept funds in an amount not to exceed \$1,300,000 from the Child and Adult Care Food Program Day Center sponsorship grant in the California Department of Education to provide daily nutritious and healthy snacks, for the period October 1, 2023 through September 30, 2024. (65% State, 35% Federal)

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

**C. 19** APPROVE and AUTHORIZE the Public Works Director, or designee, to submit a Subregional Transportation Mitigation Program grant application to the Western Contra Costa Transportation Advisory Committee for the San Pablo Avenue Complete Streets/Bay Trail Gap Closure Project, Rodeo and Crockett areas. (77% Federal Funds, 11% Regional Funds, 12% Local Road Funds)

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

**C. 20** ADOPT Resolution No. 2023/517 to approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development to increase funding by \$8,821 for a total amount not to exceed \$936,015 for Community Services Block Grant program services with no change to the period January 1, 2023 through May 31, 2024. (100% Federal)

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

**C. 21** APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract amendment with the East Bay Regional Communications System Authority to increase the payment limit payable to the County by \$1,088,000 to a new payment limit of \$3,378,000 and extend the term through June 30, 2026, for telecommunications services. (100% General Fund Revenue)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Ken Carlson, 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. 22** APPROVE and AUTHORIZE the Auditor-Controller to issue a payment, on behalf of the Contra Costa County Fire Protection District, to the State of California Department of Health Care Services in an amount not to exceed \$2,767,911 for the Public Provider Ground Emergency Medical Transport Intergovernmental Transfer program for ambulance transports provided by the District during May 2023 through August 2023; and AUTHORIZE the Fire Chief, or designee, to execute and submit the required Intergovernmental Transfer Certification Form. (100% Medi-Cal)

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

**C. 23** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Summit Building Services, Inc., in an amount not to exceed \$625,000 to provide custodial services at Community Services Bureau facilities, for the period August 1, 2023 to July 31, 2024. (76% State, 24% Federal)

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

**C. 24** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with ImageTrend LLC, effective September 1, 2023, to increase the payment limit by \$47,056 to a new payment limit of \$237,056 for additional hosted software and services with no change in the term of July 1, 2022 through June 30, 2025. (100% Measure H Funds)

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

**C. 25** APPROVE and AUTHORIZE the Conservation and Development Director or designee to execute, on behalf of the County and the Contra Costa County Water Agency, a contract amendment with Exponent, Inc., to extend the term from December 31, 2023 through December 31, 2024 and increase the payment limit by \$50,000 to a new payment limit of \$100,000 to provide water resources consulting connected with the State of California's Delta Conveyance Project. (100% Water Agency funds)

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

**C. 26** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Suncrest Hospice San Jose, LLC, in an amount not to exceed \$900,000 to provide hospice services for Contra Costa Health Plan members for the period December 1, 2023 through November 30, 2026. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 27** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Larson Valuation LLC, effective August 8, 2023, to increase the payment limit by \$375,000 to a new payment limit of \$574,000 and extend the term through May 31, 2026, for continued on-call appraisal services, Countywide. (100% User Departments)

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

**C. 28** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Planet Technologies, Inc. to extend the term from August 1, 2023 to December 31, 2023, with no change to the payment limit of \$328,000 to upgrade the department-wide communication system known as STARS (Shared Text Automated Retrieval System). (No fiscal impact)

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

**C. 29** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a purchase order amendment with Southland Envelope to increase the payment limit by \$150,000 to a new payment limit of \$349,990 and extend the term through June 30, 2024, for miscellaneous envelopes as needed by Contra Costa County Print and Mail Services, Countywide. (100% User Departments)

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

**C. 30** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with University of California San Francisco (dba UCSF Medical Center), in an amount not to exceed \$25,000 to provide outside laboratory testing services for Contra Costa Regional Medical Center and Health Centers for the period August 1, 2023 through July 31, 2024. (100% Hospital Enterprise Fund I)

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

**C. 31** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Shield-California Health Care Center, Inc., in an amount not to exceed \$7,500,000 to provide durable medical equipment services and enteral nutritional supplies to Contra Costa Health Plan members for the period November 1, 2023 through October 31, 2026. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 32** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Steven A. Harrison, M.D., A Professional Corporation, in an amount not to exceed \$1,125,000 to provide ophthalmology services to Contra Costa Health Plan members for the period December 1, 2023 through November 30, 2026. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 33** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a participation agreement with the California Mental Health Services Authority, in an amount not to exceed \$398,419 to participate in the Psychiatric Inpatient Concurrent Review project for the period August 1, 2023 through December 31, 2024. (100% Mental Health Realignment)

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

**C. 34** APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Dr. Anthony Wong, DVM, increasing the payment limit by \$105,000 to a new payment limit of \$200,000, and extending the term through June 30, 2024, for continued shelter veterinarian services. (100% General Fund)

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

**C. 35** APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Dr. Marcia Patchett, DVM, increasing the payment limit by \$150,000 to a new payment limit of \$245,000, and extending the term through June 30, 2024, for continued shelter veterinarian services. (100% General Fund)

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

**C. 36** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, an amendment to purchase order #24742 with Linde Gas & Equipment Inc., to increase the payment limit by \$135,000 to a new payment limit of \$332,572 for the purchase of additional cylinder gas for the Contra Costa Regional Medical Center and Contra Costa Health Centers with no change in the term of September 1, 2019 through August 31, 2024. (100% Hospital Enterprise Fund I)

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

**C. 37** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, an amendment to purchase order #25135 with Linde Gas & Equipment Inc., to increase the payment limit by \$42,838 to a new payment limit of \$225,001 for the purchase of additional bulk medical oxygen for the Contra Costa Regional Medical Center and Contra Costa Health Centers with no change in the term September 1, 2020 through August 31, 2025. (100% Hospital Enterprise Fund I)

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

**C. 38** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Neil Sachs, M.D., in an amount not to exceed \$241,613 to provide outpatient psychiatric care services to mentally ill adults in West Contra Costa County for the period October 1, 2023 through September 30, 2024. (100% Mental Health Realignment)

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

**C. 39** APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Sleep and Brain Inc., in an amount not to exceed \$507,400 for the purchase of home sleep study devices for Contra Costa Regional Medical Center and Health Centers for the period from October 1, 2023 through September 30, 2024. (100% Hospital Enterprise Fund I)

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

**C. 40** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment/extension with Symphony Performance Health, Inc., to increase the payment limit by \$25,000 to a new payment limit of \$50,000 and extend the term from August 15, 2023 to August 15, 2025 for additional software license maintenance and services. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 41** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Lifesavers Transportation LLC, in an amount not to exceed \$300,000 to provide non-emergency medical transportation services to Contra Costa Health Plan Medi-Cal members for the period August 1, 2023 through July 31, 2025. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 42** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Building Therapies LLC, in an amount not to exceed \$300,000 to provide behavioral health treatment – applied behavioral analysis services to Contra Costa Health Plan members and county recipients for the period August 1, 2023 through July 31, 2025. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 43** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Eagle Ambulance, in an amount not to exceed \$300,000 to provide non-emergency medical transportation services for Contra Costa Health Plan Medi-Cal members for the period August 1, 2023 through July 31, 2025. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 44** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed \$49,912 to Rincon Consultants, Inc., for consulting services rendered to the Department of Conservation and Development during the period April 1 through July 31, 2023 related to the feasibility study for sequestering carbon in the different land uses in Contra Costa County, as recommended by the Conservation and Development Director. (100% General Fund)

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

**C. 45** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Juan R. Sequeira, M.D., in an amount not to exceed \$450,000 to provide primary care medical services to Contra Costa Health Plan members for the period December 1, 2023 through November 30, 2026. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 46** Acting as the governing board of the Contra Costa County Fire Protection District (CCCFPD), APPROVE and AUTHORIZE the Fire Chief, or designee, to execute an agreement with ECS Imaging, Inc., in an amount not to exceed \$55,000, for the migration and maintenance of the CCCFPD's laserfiche data, for the period August 15, 2023 through June 30, 2028. (100% CCCFPD General Operating Fund)

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

**C. 47** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jee Hyun Guss, M.D., in an amount not to exceed \$288,288 to provide outpatient psychiatric services for patients in Central Contra Costa County for the period September 1, 2023 through August 31, 2024. (100% Mental Health Realignment)

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

**C. 48** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with PH Senior Care, LLC (dba Pleasant Hill Manor), effective August 1, 2023, to increase the payment limit by \$55,700 to a new payment limit of \$1,125,140, to provide additional augmented board and care services for mentally ill older adults with no change in the term of December 1, 2022 through November 30, 2023. (84% Mental Health Realignment, 11% Mental Health Services Act, 5% County General Fund)

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

**C. 49** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with JVTCM Care, LLC, in an amount not to exceed \$294,864 to provide augmented board and care services for Contra Costa County patients for the period August 1, 2023 through July 31, 2024. (100% Mental Health Realignment)

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

**C. 50** Acting as the governing board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order with Stryker in an amount not to exceed \$587,000, for the purchase of fifteen LifePak defibrillators and accompanying equipment. (100% CCCFPD EMS Transport Fund)

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

**C. 51** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County a contract with Royal Ambulance, Inc., in an amount not to exceed \$500,000 to provide non-emergency medical transportation services for Contra Costa Health Plan members for the period August 1, 2023 through July 31, 2025. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 52** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Shelter, Inc., in an amount not to exceed \$9,030,382 to provide housing assistance to seriously and persistently mentally ill youth and adults for the period July 1, 2023 through June 30, 2026. (100% Mental Health Services Act)

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



**C. 53** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Sharjo, LLC (dba Servicemaster Restoration Services & Servicemaster Recovery Management) in an amount not to exceed \$300,000 to provide emergency restoration services at Contra Costa Regional Medical Center and Health Centers for the period November 1, 2023 through October 31, 2026. (100% Hospital Enterprise Fund I)

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

**C. 54** APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Sage Veterinary Centers, L.P. to increase the payment limit by \$66,000 to a new payment limit of \$216,000 and extend the term through June 30, 2024 for continued shelter veterinarian services. (100% General Fund)

**RELISTED to a future date uncertain.**

**C. 55** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Philip R. Mill, OD and Michael D. Sutton, OD, Inc., A Professional Corporation, in an amount not to exceed \$300,000 to provide optometry services to Contra Costa Health Plan members for the period November 1, 2023 through October 31, 2026. (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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 56** APPROVE and AUTHORIZE the Director of Risk Management, or designee, to execute a contract with Milliman, Inc. in an amount not to exceed \$50,000 to provide actuarial services of self-funded workers' compensation, general liability and medical malpractice programs for the period of July 1, 2023 through June 30, 2024. (100% General Fund)

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

**C. 57** Acting as the governing board of the Contra Costa County Fire Protection District (CCCFPD), RECEIVE report of the CCCFPD account balance write-offs in emergency ambulance services fees and charges totaling up to \$400,005 for the period January 1, 2023 through June 30, 2023. (100% CCCFPD EMS Transport Fund)

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

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

**C. 58** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a change order to increase the payment limit by \$1.4 million dollars, to a new payment limit of \$64,738,551 with Webcor Construction L.P., a Delaware Limited Partnership, to cover the increased cost from design changes requested by the departments who will occupy the new building at 1026 Escobar Street, and final costs of the relocation of the emergency responder network antennas previously mounted on the demolished tower. (100% General Fund Capital Reserves)

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

### **Other Actions**

**C. 59** ACCEPT the fiscal year 2022/23 4th Quarter report on American Rescue Plan Act (ARPA) and Infrastructure, Investment and Jobs Act (IIJA) funding to Contra Costa County and take related actions, as recommended by the County Administrator. (No fiscal impact)

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

**C. 60** AUTHORIZE initiation of a General Plan amendment process to consider changing the General Plan land use designation from "Appian Way General Mixed-Use" (M-11) to "Multiple-Family Residential-Medium Density" (MM) for an approximately 30,750 square-foot parcel located at 4301 Appian Way in El Sobrante, Assessor's Parcel No. 425-142-030, as recommended by the Conservation and Development Director. (100% Application fees)

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

**C. 61** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$130,000 to Shelter, Inc., for the provision of housing assistance to seriously and persistently mentally ill youth and adults for the period of June 2023 through July 2023, as recommended by the Health Services Director. (100% Mental Health Services Act)

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

**C. 62** APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute a one-day use permit with the State of California Department of Parks and Recreation for the use of the Mount Diablo Summit Observation Deck to conduct civil wedding ceremonies on September 8, 2023. (No fiscal impact)

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

**C. 63** APPROVE the Notice of Intention to Purchase Real Property located at 2523 El Portal Drive, San Pablo, for the sum of \$3,445,000, setting September 12, 2023, at 9:00 a.m. as the time to consider consummation of the purchase, and directing the Public Works Director to publish notice of the acquisition pursuant to Government Code Section 6063, as recommended by the Health Services Director. (100% Mental Health Services Act Funds)

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

**C. 64** ADOPT Resolution No.2023/519 conditionally providing for the issuance of revenue bonds in an aggregate amount not to exceed \$58,3000,000 to finance the acquisition and construction of Mayfair Affordable, a 69-unit multifamily residential rental housing development, located at 11690 San Pablo Ave, El Cerrito, CA, and approving related actions, as recommended by the Conservation and Development Director. (No fiscal impact)

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

**C. 65** ADOPT report prepared by the Conservation and Development Department as the Board of Supervisors' response to Contra Costa Civil Grand Jury Report No. 2302, entitled "The Long Wait for Agricultural Contract Approval in Contra Costa County", and DIRECT the Clerk of the Board to transmit the Board's response to the Superior Court no later than August 13, 2023, 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 Ken Carlson, District V Supervisor Federal D. Glover

**C. 66** Acting as the governing board of the Contra Costa County Fire Protection District, APPROVE clarification of Board action taken on July 18, 2023 (Item, C.75) to reflect the legal name of PNC Equipment Finance, LLC as PNC Bank, National Association, successor by merger to PNC Equipment Finance, LLC. (No fiscal impact)

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

**C. 67** Acting as the governing board of the Contra Costa County Fire Protection District, APPROVE clarification of Board action taken on July 18, 2023 (Item, C.76) to reflect the legal name of PNC Equipment Finance, LLC as PNC Bank, National Association, successor by merger to PNC Equipment Finance, LLC. (No fiscal impact)

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

**C. 68** AUTHORIZE the Chair, Board of Supervisors, to sign letter of support to the Association of Bay Area Governments (ABAG) for ABAG's request for \$400,000 from the U.S. Economic Development Agency to develop a strategy for creating a Next-Generation Solid-State Battery Technology Innovation Hub, as recommended by the Conservation and Development Director. (No fiscal impact)

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

**C. 69** AUTHORIZE the discharge from accountability for the collection of taxes, penalty, interest, or any other charge pertaining thereto, owing on various delinquent Secured and Unsecured tax bills totaling \$4,101,668, as recommended by the Treasurer-Tax Collector.

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

### **GENERAL INFORMATION**

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us).

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

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

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

[www.contracosta.ca.gov](http://www.contracosta.ca.gov)

### **DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250

to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

## **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 9:00 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Finance Committee** (Supervisors John Gioia and Karen Mitchoff) meets on the first Monday of the month at 9:00 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Hiring Outreach Oversight Committee** (Supervisors Federal D. Glover and John Gioia) meets quarterly on the first Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Internal Operations Committee** (Supervisors Candace Andersen and Diane Burgis) meets on the second Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Legislation Committee** (Supervisors Karen Mitchoff and Diane Burgis) meets on the second Monday of the month at 1:00 p.m. in Room 110, County Administration Building, 1025 Street, Martinez.

The **Public Protection Committee** (Supervisors Andersen and Federal D. Glover) meets on the fourth Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar 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 110, County Administration Building, 1025 Escobar 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 110, County Administration Building, 1025 Escobar Street, Martinez.

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

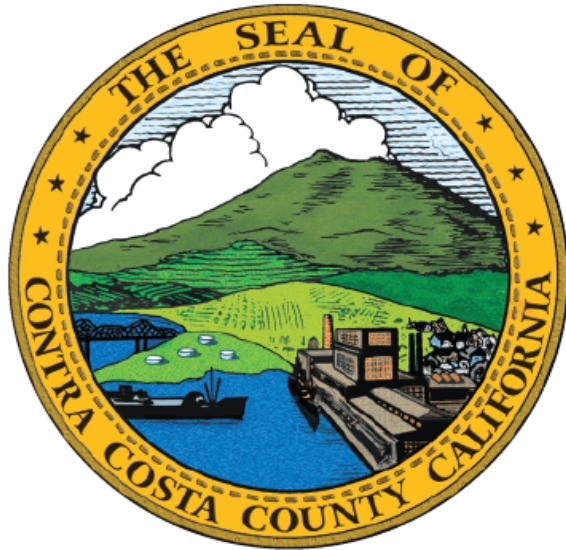
### **Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):**

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  
**CCCFPD (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 (CCCFPD)** 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  
**ECCFPD** 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 Comprehensive Prevention Plan  
Submitted by the CPP Planning Team**

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# COMPREHENSIVE PREVENTION PLAN OF CONTRA COSTA COUNTY

Title IV-E Agency Information:	Contra Costa County Children & Family Services and Contra Costa County Probation Department
Contra Costa CPP Contact Name:	Alysia Dellaserra
Contra Costa CPP Contact Email:	dellaa@ehsd.cccounty.us

CPP Date of Submission: 7/10/2023

**Coordination with Local Mental Health**

In accordance with section 471(e)(10)(C) of the federal Social Security Act and California WIC section 16588(f)(3), the Children & Family Services Bureau and Probation Department (Name of participating child welfare services and/or probation agency) assures the agency will establish a joint written protocol, based on the model developed by the CDSS and Department of Health Care Services for use among the child welfare agency, probation department, behavioral health agency, and other appropriate entities to determine which program is responsible for payment, in part or whole, for a prevention service provided on behalf of an eligible child.

**Signatures**

Signature: These assurances must be signed by the official with authority to sign the CPP and submitted to the CDSS for approval.

\_\_\_\_\_  
Signature of Authorized CWS Representative

\_\_\_\_\_  
Date

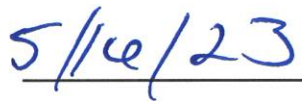
\_\_\_\_\_  
Signature of Authorized Probation Representative

\_\_\_\_\_  
Date


**Contra Costa County Child Welfare Representatives**

  
\_\_\_\_\_

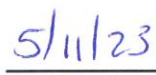
Marla Stuart, MSW, PhD  
Employment & Human Services Director

  
\_\_\_\_\_

Date

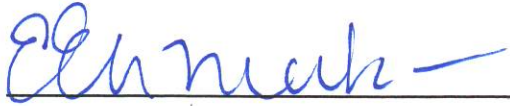
  
\_\_\_\_\_

Kathy Marsh  
Children & Family Services Director

  
\_\_\_\_\_

Date

**Contra Costa County Probation Representatives**



Esa Ehmen-Krause  
Chief Probation Officer

5.16.23

Date



Kiki Farris  
Probation Director of Speciality Field Services

5/16/23

Date

Contra Costa County Behavioral Health Representatives

Suzanne Tavano, PhD

Suzanne Tavano, PhD  
Director, Behavioral Health Services

5/17/23

Date

Gerold Loenicker

Gerold Loenicker, LMFT  
Mental Health Program Chief

5/17/23

Date

## INTRODUCTION

Contra Costa County is located in the northern portion of the East Bay region of the San Francisco Bay Area. Contra Costa's total population was reported by the California Department of Finance to be 1,156,555 residents as of January 1, 2022. The eastern side of the county has consistently been the fastest growing part of the county. Geographically, the county is split into three areas, which are divided by a network of highways: Central, East, and West. Contra Costa acknowledges our county is located on the traditional territory and homelands of the Yokuts, Karkin, Confederated Villages of Lisjan, Ohlone, Miwok, and Muwekma peoples.

Contra Costa is committed to providing prevention and intervention services that strengthen families, enable children to remain safely in their home of origin in a stable and nurturing environment, and positively impact parents, children, and caregivers in the community. This plan is being submitted by our Title IV-E agency co-leads, Contra Costa County Children & Family Services, and Contra Costa County Probation Department. In the drafting and development of this prevention plan, and in adherence to the required Comprehensive Prevention Plan (CPP) elements and components, the CPP Planning Team utilized the optional CDSS-issued CPP Template; our answers are modeled after questions shared in the template. The required Assurances Template has been included at the end of the prevention plan.

## CPP GOVERNANCE STRUCTURE

*How will the governance structure ensure that all required cross-sector collaborative partners will provide meaningful participation in decision making, for: training, implementation, selection of Evidence Based Practices (EBP), fidelity monitoring, and continuous quality improvement for the CPP?*

Contra Costa County has built a three-tiered governance structure that ensures all required and additional cross-sector collaborative partners are participating in CPP planning. The governance structure that has been created ensures cross-sector partners will provide meaningful participation in decision-making for training, implementation, the selection of an Evidence-Based Practice (EBP), fidelity monitoring, and continuous quality improvement.

One tier of the governance structure is the Contra Costa County AB 2083 Executive Interagency Leadership Team (ILT), who are responsible for setting direction and strategies, allocating resources, overseeing prevention planning progress, ensuring stakeholder and community engagement, and making decisions. The ILT already has a governance structure and decision-making protocols in place to guide the implementation process, identify and address barriers to cross-sector collaboration, and offer input on key strategies.

The other tiers of the governance structure are the Contra Costa County Child Abuse Prevention and Community Empowerment Committee, known as the "CPP Planning Team," and its accompanying Steering Committee. The CPP Planning Team is the outgrowth of a process that began in June 2021, when a Children & Family Services Program Analyst and Children & Family Services consultant, as co-leads for the initial CPP planning process, began meeting with a cross-sector collaboration of community stakeholders and representatives of various county and nonprofit child-serving agencies. The purpose of these meetings was to provide information about what was known about the Family First Prevention Services Act (FFPSA) Part I at the time, and to engage interested community members in becoming involved in the prevention planning process.

In April 2022, the Contra Costa County Office of Child Abuse Prevention (OCAP) Committee merged with the CPP Planning Team. The OCAP Prevention Committee, led by Children & Family Services and the Child Abuse Prevention Council (CAPC) of Contra Costa, was also a cross-sector group and had been meeting for several years to develop a primary prevention strategy in Contra Costa County. The Committee had previously adopted a Strengthening Families/Protective Factors framework, had committed to addressing disproportionality and increasing resources and equity in access, had engaged in asset mapping and service gap analysis, and had also begun to examine strategies to address primary prevention needs.

In May 2022, the original OCAP Prevention Committee, along with additional representatives of various sectors in the community, joined the CPP Planning Team. At that time, the CPP Planning Team also established a Steering Committee, which is our third governance tier. The Steering Committee functions as a lead advisory body comprised of some of the CPP Planning Team members, whose purpose is to address and oversee the direction, scope, timeliness, and methods used to develop a prevention plan.

*How are required and/or suggested partners going to be engaged in on-going monitoring of the FFPS Program?*

The Steering Committee, and the larger CPP Planning Team, whose respective memberships feature partners both required and suggested by the CDSS, including local community representatives and those with lived experience, have assertively identified and engaged individuals in the prevention planning collaborative. CPP Planning Team members are aware of, and have voiced strong commitment to, the county's plans to engage them in the ongoing monitoring of the prevention services program. They have agreed to continue to meet in order to monitor implementation of the program. The CPP Planning Team will move from planning prevention services to overseeing implementation of services following the approval of our CPP.

The CPP governance structure was built to ensure there are individuals and organizations that represent all the CDSS-required and locally desired cross-sector collaborative partners who will participate in all aspects of the planning and decision-making process. Moreover, the CPP Planning Team leads are conscientious about seeking engagement in decision-making from all participants at and in between meetings.

## **CPP Steering Committee**

- Children & Family Services: Kathy Marsh, Roslyn Gentry, Kimberly Baker, Debra Bidwell, Nicole Gremillion, Alysia Dellaserra, Linda Orrante, Jim Paulsen
- Probation: Kiki Farris
- Child Abuse Prevention Council: Carol Carrillo
- County Office of Education: Lynn Mackey
- Catholic Charities of the East Bay: Michelle La Place-Watts
- First 5: Lisa Morrell Korb
- CDSS OCAP: Jagdish Majju (until fall 2022)
- Strategies 2.0: Troy Nichols

## CPP Planning Team

### CDSS required partners:

- Contra Costa County Children & Family Services (CFS)
  - CFS Leadership – Kathy Marsh (Director), Roslyn Gentry (Deputy Director), Kimberly Baker (Quality Assurance, Screening, and After Hours Division Manager), Debra Bidwell (East County Operations Division Manager), Nicole Gremillion (Central County Operations Division Manager), Alysia Dellaserra (Program Analyst/ CPP Planning Team Lead)
  - CFS Consultants/ CPP Planning Team Leads – Linda Orrante, Jim Paulsen
  - CFS Social Workers and Social Work Supervisors: Adrienne Brooks, Barbara Crespo, Deborah Cunningham, Shafica Davis, Amy Drenik, Nannette Dupree, Michelle Estrade, LeTanya Fleming, Uche Uzegbu-McGhee, Michele Williams
  - CFS Administrative Services Assistants – Jessica Laumann, Laura Malone, Jan Nelson
  - CFS Fiscal Analyst – Laura Volante
  - CFS Research and Evaluations Manager – Vihra Gocheva
  - CFS Special Projects Manager – Gloria Halverson
  - CFS Staff Development – Mari Solis
- Contra Costa County Probation
  - Probation Executive Leadership – Kiki Farris (Probation Director of Speciality Field Services), Melvin Russell (Assistant Chief Probation Officer, Field Services)
  - Probation Administration – Kevin Schrupp (Probation Manager, Placement and Investigation), Tina Reyes (Probation Manager, East County Operations)
  - Probation Supervisor – Gerri Liberty (East County/TAY Supervision)
- Contra Costa County Behavioral Health, Mental Health Services – Gerold Loenicker (Mental Health Program Chief), Charlene Bianchi (Mental Health Program Manager), Amy Linsao (Mental Health Program Manager)
- Contra Costa County Office of Education – Superintendent Lynn Mackey, Alejandra Chamberlain, Esperanza Velarde-Ellis
- Contra Costa Community Services Bureau – Jacqueline Lopez
- Contra Costa Child Abuse Prevention Council (CAPC) – Carol Carrillo
- Tribal Representatives – Anthony Cesspooch Guzman, Veronica Shawnegof
- First 5 Centers (also known as Family Resource Centers in Contra Costa) – Lisa Morrell Korb, DeeAnna Garza, Camilla Rand, Wanda Davis
- Nonprofit/Community-Based Organizations
  - Differential Response Providers – Contra Costa Youth Service Bureau (Onna Alexander, Alicia Carrillo); Catholic Charities of the East Bay (Veerenyze Lopez, Michelle La Place-Watts, Shantell Herndon); and Pacific Clinics (Dalia Rivera)
  - Family Preservation Provider – Pacific Clinics (Dalia Rivera)
  - Kinship Providers – Pacific Clinics (Antoinette Harris), Wayfinder Family Services (Carol Ramirez, Cheri Thomas-Stevens)
  - Lincoln Family Center – Dynell Garron, Michelle Thompson

- Community Violence Solutions – Cynthia Peterson, Christina Vasquez
- Family Justice Center – Natalie Oleas, Shannon Starzyk
- People Who Care Association – Connie Russell, Jose Nicasio, Veronica Pope
- Safe Refuge for Children and Families – Alexia Paredes
- Foster Family Agencies – Alternative Family Services (Manisha Sandhu), Wayfinder Family Services (Carol Ramirez, Cheri Thomas-Stevens)
- Youth Partners/Former Foster Youth (Lived Expertise) – Delilah Borg, Kayla Nelson
- Parent Partner (Lived Expertise) – Lorena Tobar
- 7 current foster youth (names confidential)

#### CDSS suggested partners

- Public Health
  - Public Health Nurses – Susi Polos, Johnalice Waters
  - Public Health Nurse Program Manager – Debbie Paterson
  - Public Health Nursing and Clinic Director, Health Services – Sue Crosby
- Regional Center of the East Bay – Elvia Osorio-Rodriguez, Shirley Obioma

#### Other community representatives identified by the CPP Planning Team:

- City of Antioch, Youth Services Division – Tasha Johnson, Monserrat Cabral
- Alcohol & Other Drugs Services – Patricia Rogers
- County Physicians – Dr. Casey Brown (Medical Director of Family Violence and Child Abuse Prevention Program; Child Abuse Pediatrician with Contra Costa Health Services) and Dr. Francine Jolton (pediatrician with Contra Costa Regional Medical Center and Health Centers; Chair of the Department of Pediatrics)
- John Muir Health Community Health Improvement Coordinator – Huda Assaf
- East Contra Costa Community Alliance – Solomon Belette
- Court Appointed Special Advocates (CASA) of Contra Costa County – Ann Wrixon
- Contra Costa Crisis Center – Tom Tamura
- Antioch Community Foundation – Keith Archuleta
- Antioch Unified School District – Barbara Aguilar (Foster and Homeless Liaison), Scott Bergerhouse (Director of Student Support Services)
- Antioch Police Department – Lieutenant John Fortner
- Strategies 2.0, Senior Training and Consulting Specialist – Troy Nichols\*
- CDSS OCAP Analyst – Jagdish Majju (spring 2022 - fall 2022) \*

\*During the prevention planning process, Contra Costa County was in regular communication with OCAP and Strategies TA representatives, who served as intermediaries with the CDSS for technical assistance and implementation support. They have attended the CPP Planning Team's prevention planning meetings regularly.



## Charter Statement

- **Purpose:** To create and oversee a countywide prevention plan which impacts the social determinants of health for our children, families, and community.
- **Vision:** All children and families in Contra Costa County are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of diversity.\*
  - \*Diversity includes abilities; cultural, ethnic, and racial background; gender identity; sexual orientation; immigration status; language; religion; age; socioeconomic status; and special needs.
- **Mission:** To create and oversee a seamless cross-sector network that shares collective responsibility for increasing protective factors and positively impacting the quality of the social determinants of health.
- **Goals:**
  - **Primary Prevention Goal:** Strengthen communities and improve child well-being by focusing on the social determinants of health, i.e., the conditions into which people are born, grow, work, live, play, and age, and the wider set of forces and systems shaping the conditions of daily life.
  - **Secondary Prevention Goal:** To build protective factors and mitigate risk factors for populations with risk factors, e.g., poverty, parental substance abuse, young parental age, parental mental health concerns, exposure to violence, and parental or child disabilities.
  - **Tertiary Prevention Goal:** For families where child maltreatment has occurred, to mitigate trauma, reduce negative consequences, and prevent recurrence, including entry into foster care or probation placement.

## Information Sharing and Distribution

*How will the governance structure share information between the cross-sector collaborative partners?*

Contra Costa County's governance structure and meeting cadence ensures information sharing between the cross-sector collaborative partners. Since the launch of the CPP planning process, Contra Costa has cast a wide net to involve as many public and community agencies and organizations as possible in the planning process. The CPP Planning Team leads have continually asked agency and organization representatives to invite and involve, and share information about our prevention planning efforts with their partners, constituencies, clients, and community members with lived experience.

CPP Planning Team meetings are held monthly, as are Steering Committee meetings. Given the size of the workgroup, the date and time of monthly meetings does not accommodate all members' schedules, but a written agenda and accompanying supportive documents (including documentation of previous meetings' decisions) are distributed to the CPP Planning Team email

distribution list before the meeting date, and all members are encouraged to provide feedback and share their ideas. Meetings are facilitated by the CPP Planning Team leads with special attention to encouraging participation from workgroup members, and transparency in examining the impact, benefits, and challenges of various strategies and decisions.

In October 2022, the CPP Planning Team created three separate subgroups to address the different prevention levels. The subgroups were responsible for examining needs to be addressed at each level with special attention to prioritization of the identified target population to ensure a focus on families who are overrepresented in child welfare and juvenile probation, and families who are otherwise most needy; determining the appropriate services and supports at each level; completing logic models; and for bringing recommendations back to the larger planning team and the Steering Committee.

Contra Costa's existing communication strategies have allowed for the sharing of information regarding prevention policies, new practices, and services with others who may not be directly involved in prevention planning. One of these existing mechanisms is the CFS District Managers' monthly Community Partnership Meetings. These meetings serve as forums to share prevention and other service information, community and agency needs, relevant data, upcoming events and various opportunities, and other news that impacts residents of the county. Community Partnership Meetings are interactive, allowing for the exchange of information and discussion about topics and shared initiatives that any member in attendance may bring forward, thus providing another opportunity for prevention planning input. Information is also shared with community partners via an extensive email distribution list.

CFS also has a "Resource Family Newsletter" that is shared with resource caregivers, CFS employees, the community partnership distribution list, and our kinship centers. Over 300 resource families, community members, prospective resource families, and staff at community-based organizations have signed up for direct electronic communication of the newsletter. The publication provides resources, general education, service initiatives, training opportunities, and support to resource families and kinship caregivers in Contra Costa County. Community partners and new initiatives are generally highlighted in the newsletter.

Probation is able to utilize the Juvenile Justice Coordinating Council and its various subcommittees, which have public participation and involvement, in order to communicate information about the CPP.

Once Contra Costa County has an approved prevention plan, these various communication methods will continue to be utilized to share information, including the announcement that a Request for Proposal will be developed to secure a community provider for prevention services, and any subsequent steps in implementation. The CPP Planning Team meetings will continue to be held regularly as well.

*How will the CPP content be developed, reviewed, and approved locally by the governance structure?*

CPP content has been, and continues to be, developed, reviewed, and approved through a highly interactive process by CPP Planning Team members with support from the CPP leads. Members of the team have provided extensive input and have also reviewed and considered information and resources shared by the leads. The leads are responsible for documentation of the decisions. The leads provide that same documentation for the CPP Planning Team's review,

and subsequently incorporate members' input and feedback into the prevention plan. This is considered an ongoing, collaborative process.

The CPP Planning Team is responsible for planning and implementation recommendations, which includes EBP selection, training, fidelity monitoring, continuous quality improvement, developing the process for how safety monitoring and periodic risk assessments will be overseen, and other relevant matters. These recommendations are then presented to the Executive Interagency Leadership Team for review and final approval. With four of the Executive ILT members on two levels of the CPP governance structure, the process has been smooth.

*What is the process for the required cross-sector partners to review and consult on necessary guidance and implementation decisions, provide feedback, and receive notification regarding the reasons recommendations that were incorporated or chosen not to be incorporated?*

Contra Costa County will continue to convene regular CPP Planning Team meetings to provide status reports on all aspects of our implementation progress, which will allow for ongoing opportunities to review and consult on necessary guidance and implementation decisions, provide feedback, and offer information on the reasons that recommendations were either incorporated or not incorporated. The CPP leads will provide an implementation report and fundamental data, and other information requested by the CPP Planning Team members for review, consideration, and feedback. During these meetings, discussion will include the identification of prevention program successes, needs, and challenges to gather further recommendations, and examine pros and cons in order to make decisions about which recommendations should be pursued. In subsequent meetings, there will be notification about the status of recommendations, i.e., were they included or not, and the rationale for the action taken. The CPP Planning Team's input will be incorporated into strategies for continuous improvement of the county's prevention program.

*How will the governance structure be used to modify the CPP in the future if needed?*

Contra Costa intends to utilize the same three-tiered governance structure that was used for prevention planning in order to oversee CPP implementation, monitor progress, and to make any future modifications to our prevention program if needed.

*How will you document the co-created strategy to engage other organizational partners, impacted communities, and those with lived experience in discussions regarding ways in which services can be adapted to be culturally responsive to the needs of the population served?*

Contra Costa's developed prevention plan will function as a living, working document, which ensures the documentation of the co-created strategy to engage other organizational partners, impacted communities, and those with lived experience in discussions regarding ways that services can be adapted to be culturally responsive to the needs of the population being served. As suggestions and recommendations are made about any aspect of CPP implementation, including engagement and culturally responsive services, they will be documented in the CPP Planning Team's meeting notes and can be included in the prevention plan itself. Additionally, the selected community organization that is providing services will be able to include any changes and improvements into reports to the Title IV-E agencies.

The CPP Planning Team's goal during prevention planning has been to ensure cultural responsiveness. The effort to engage organizational partners, constituent communities, and individuals with lived expertise in all aspects of implementation, including cultural

responsiveness, will continue to be multi-faceted, and involve direct outreach. Cultural responsiveness will be an element addressed in the Request for Proposal Scope of Work. Cultural responsiveness will also be directly addressed in all the Title IV-E agencies' monitoring meetings with the future contracted organization, and in cross-sector collaborative CPP Planning Team meetings. The contracted organization will be required to actively demonstrate principles and strategies of cultural responsiveness.

## **CPP Development Engagement Process**

In addition to the required and suggested partners who have shared in the ongoing monitoring and strategizing of our local FFPS Program, Contra Costa County made it a point to identify other collaborative structures and cross-sector stakeholder groups to inform, advise, review, and make recommendations that validate the CPP. One structure is the East Contra Costa Community Alliance (ECCCA). ECCCA is a collaboration of nonprofit agencies who are dedicated to strengthening policies, services, and resources in East County, with an emphasis on improving the quality of life of all individuals who reside in East County. Another collaborative structure who joined our efforts is the Antioch Community Foundation (ACF). The mission of ACF includes the following objectives: identifying supportive programs and projects that increase family economic security and health; promoting recreation activities for seniors, youth, and low-income families; and promoting cultural and civic events and initiatives that foster equity and inclusion, and build community pride.

The CPP Planning Team took steps to ensure stakeholder engagement incorporated lived expertise and community representation into the implementation process. Initially, the CPP Planning Team sought involvement and input from community group members at already existing meetings by inviting CPP Planning Team members to suggest parenting groups, parenting and other classes/workshops, support groups, community meetings, etc. that would be able to provide community and lived experience input.

Individuals who are disproportionately at-risk for entry into child welfare and juvenile justice systems, or who already have some involvement with those systems, were also welcomed into our planning efforts. One engagement method was to invite former foster youth, and parents of current or former foster youth, to join the committee. Another method was an effort led by Contra Costa's Child Abuse Prevention Council (CAPC) Director, Carol Carrillo, and Strategies 2.0 Senior Training and Consulting Specialist, Troy Nichols, to convene Community Cafes in Contra Costa County. A Community Cafe is an engagement model that brings together members of the community in a friendly, welcoming setting with the goals of sharing ideas and offering input to build a stronger, healthier community.

The engagement strategy of Community Cafes began in September 2022. The CPP Planning Team's long-term goal is to develop and facilitate Community Cafes that will be solely about prevention planning and implementation. Contra Costa recognizes that a racial equity and inclusion lens requires that youth and family experiences and perceptions are a key data source for program design and revision, and that qualitative and quantitative data are equally valuable. Contra Costa will intentionally engage with youth and parents through Community Cafes to gather continuing feedback on the CPP implementation. Contra Costa regards community engagement as something that will continue to grow as we build, sustain, and expand our prevention program.

A Youth Community Cafe planned and facilitated by the CAPC Director, Strategies 2.0 consultant, two Youth Partners (individuals with prior lived experience in the child welfare system), and the Program Facilitator from People Who Care Children Association was held in November 2022. Youth and young adults between the ages of 14 and 21 participated in the cafe. Dinner and a stipend were provided to compensate participants for their time, effort, input, and expertise.

Seven of the participants in the Community Cafe were foster youth with open CFS cases. The foster youth were invited to join the county's ongoing prevention planning efforts. The following topics were discussed with the youth and young adults: 1) how can we in Contra Costa make the lives of youth and families better in our community; 2) challenges that youth and young adults in the community face; and 3) resources and supports that are needed in the community.

The participants reported that not having more supportive services in convenient, neighborhood-based locations is a challenge to seeking help, and transportation is also a barrier. Participants shared that there need to be more youth-centered programs in the community that include relatable content specific to the target population, incentives for attendance, a defined purpose for the gathering, and an intentionally safe environment. It was noted that more outreach and promotion would be helpful, as it is not always known to residents what resources and supports are available in Contra Costa County. Engaging with youth in the community, and collecting their feedback, helped to inform the service array that the CPP Planning Team developed.

Other outreach activities and notification of the prevention program that is being developed were completed with the following Contra Costa agencies and groups: the Fostering Health Collaborative, Early Childhood Prevention and Intervention Coalition (ECPIC), Contra Costa Health Services Prevention Providers System of Care, and the East County Community Partnership. Representatives from each of these agencies and groups have been involved in the CPP planning and implementation process since the workgroup was originally formed, but in winter 2023, the CPP leads gave presentations at each of these meetings for additional outreach, engagement, and community strategizing.

Partnerships with the Antioch Unified School District (AUSD) and the Antioch Police Department have also been established. Given the ongoing interactions that both AUSD and the police department have with families in the community, they are valued members in the CPP planning and implementation process. AUSD and the Antioch Police Department are in prime position to be able to refer families to our agency for prevention-specific and culturally responsive, trauma-informed services. Upon approval of our prevention plan, we will develop a referral pathway process for families, and will work with AUSD and the Antioch Police Department, and other community organizations, to promote our prevention program and provide information on the CPP referral and collaboration process.

Additional insight into community needs was gleaned from a wide variety of existing county needs assessments, and feedback from focus groups in both the 2022 Contra Costa County Children & Family Services County Self-Assessment, and the 2021 Report on Juvenile Justice Programs and Services in Contra Costa County. Focus groups were conducted with foster youth, parents with open child welfare cases, youth with probation involvement, and resource and kin caregivers.

The CPP Planning Team is committed to supporting ongoing countywide engagement efforts. Ongoing engagement will include offering training in the selected evidence-based practice

(EBP) to agencies and individuals participating in CPP development along with public and/or private organizations, community members, and individuals with lived experience interested in prevention who have yet to join the CPP Planning Team. Extending training opportunities to the widest portion of the community will support ongoing engagement and collaboration by creating opportunities to both inform the community about the CPP and grow expertise in the selected EBP throughout Contra Costa County. EBP training will also assist CBOs throughout the county in assessing their own capacity and interest in submitting proposals to provide CPP-described services now or in the future as our prevention program expands.

Once our CBO begins to deliver services, we intend to host focus groups on a quarterly basis so that families who have received prevention services and supports via the CBO will have the opportunity to share information about their experience with the prevention program. This will allow us to better track outcome measures at each prevention level, as well as the effectiveness of the services delivered.

It is Contra Costa County's intention that the current prevention planning governance structure will be employed for ongoing monitoring of the FFPS Program. Since the existing governance structure has been so actively engaged and invested in the planning process, they are most knowledgeable about proposed strategies and anticipated outcomes. Plans include establishing a continuous feedback loop to provide team members with information about implementation for their review and to receive their input about the implementation status, including suggestions for program improvement and refinement.

## **Barriers to Engagement**

*What barriers to engagement were discovered with any of the required entities, individuals, or system of care entities? Please describe these barriers and the plan to overcome the barriers.*

Barriers to engagement throughout the prevention planning process were identified through Contra Costa County's use of the CDSS-provided Prevention Planning Capacity Assessment Tool. The tool's purpose was to assess the CPP Planning Team's overall motivation, commitment, and readiness to implement prevention efforts, and to aid in informing our prevention plan's content. The Assessment Tool was distributed to all members of the planning team. Representatives from CFS, Probation, Health Services, Behavioral Health, Public Health, Differential Response, the Office of Education, First 5, the Family Justice Centers, and the Child Abuse Prevention Council completed the tool.

In summary, the results indicate the collaborative of stakeholders involved in prevention planning efforts desire and are motivated for change, believe prevention is important, and are willing to work towards and for it. The stakeholders are outcome-focused and want their efforts to make a difference in the community, both short-term and long-term. In consolidating the assessment responses, it was determined that there is ample leadership buy-in, strong working relationships and networks (which are continuing to grow), and other prevention initiatives and efforts to build upon or weave into a countywide prevention strategy. There is a sharing of values about prevention work.

The primary barrier that was noted—and this continues to be a barrier—is related to workforce numbers and capacity. County and community-based organizations are not at their most optimal

point to support desired change due to a current lack of staff capacity across the board, existing mandates and responsibilities that require additional case management, and limited supportive structures and resources. However, despite the challenges, the planning members want to move forward with planning and implementing a prevention program, and determined that we would work together to find ways to be successful and produce positive outcomes.

The Assessment Tool also identified the following strengths, areas to develop, concerns, challenges, strategies, and priorities. A summary of the areas is outlined below:

Strengths – The areas in which the Title IV-E agencies were identified as ready and motivated for change to develop a comprehensive prevention plan were in the following domains: Provider Capacity and Capability, especially organizational stability, established meeting frequency, organizational equity, and shared values; Motivation for Change, particularly leadership buy-in, and collective commitment to change; and in System Provider Capacity and Capability, primarily history of shared partnerships.

Areas to develop – In the System Capacity and Capability domain, there were areas identified as “absent or missing,” which indicates a lack of readiness to begin the process of prevention planning. These areas will require capacity building to enhance readiness. Resources added through additional prevention funding will directly address some of the capacity concerns.

The CPP Planning Team also expressed concerns about infrastructure based on the fact that the West and Central regions of Contra Costa County are resource rich, thus indicating a need to strengthen the existing infrastructure in East County. Examination of this issue led to the CPP Planning Team’s decision to focus on East Contra Costa County. The other infrastructure concern is related to whether each organization will have the capacity to contribute staff and other resources to the prevention planning and implementation effort.

Another noted concern was about community engagement strategies. Respondents shared that this is an ongoing struggle that may be exacerbated by repetitive requests to community members which could affect their willingness or availability to participate. On the other hand, several responders did report their specific agency’s successes in engaging underserved youth, parents, caregivers, and partners with lived experience. Tribal engagement also remains limited. The CPP Planning Team agreed to build on the efforts of those agencies that have successfully engaged community partners.

Key challenges – The greatest identified barrier likely to impact the partners’ ability to effectively advance change and implementation processes is in the domain of System Provider Capacity and Capability, specifically due to not being at optimal staffing levels. Respondents reported that not having optimal staffing can lead to some reluctance to engage in new initiatives.

Priorities – The areas most important to address in implementation planning are: the existing resource gap in East County, the need for adequate staffing for all involved agencies, and community engagement.

Strategies – To address the priority areas and overcome identified challenges, the CPP Planning Team intends to: 1) identify implementation funds to hire qualified staff to augment the workforce and to participate in various workforce development opportunities; 2) focus on developing accessible East County prevention services; and 3) use both focus group and Community Cafe approaches with community members that will inform and guide prevention planning and provide a continual feedback mechanism during implementation.

## **Tribal Consultation and Collaboration**

*A description of efforts to invite and engage Tribes, and/or tribal organizations to gather input into the CPP.*

According to 2020 Census information, American Indians and Alaskan Natives make up 1.1% of the population in Contra Costa County, but there are no federally recognized Indian Tribes within the county. In 2021, there were less than 10 ICWA eligible children with active CFS involvement. A close examination of the tribal affiliations for these children identified two children from the Chippewa tribe, two from the Quechan tribe, and the others from a variety of tribes. During the CPP planning process, the Planning Team has made concerted efforts to engage American Indian/Alaskan Native representatives in the CPP planning process to ensure their participation, and input in determining culturally appropriate and responsive prevention services from the AI/AN perspective.

CPP Planning Team members reached out to various tribal entities to identify a tribal liaison. These outreach contacts were numerous, including the Bureau of Indian Affairs Central California Agency, the Governor's Tribal Affairs Office, CDSS Tribal Affairs, Red Man Pocahontas of Oakley (a local nonprofit organization), Native American Heritage Commission, American Indian Child Resource Center, Quechan Tribe of Fort Yuma, and Scotts Valley Band of Pomo Indians of Concord. By the CPP submittal date, these efforts have not yielded any positive results. Contra Costa County takes the matter of tribal government-to-county government communication seriously and will continue to conduct these outreach efforts until a tribal liaison is identified.

Meanwhile, the following individuals joined our prevention planning and implementation efforts: Anthony Cesspooch Guzman, Chief Cultural Officer at the Native American Health Center (NAHC), and Veronica Shawnego, a Community Health Worker at NAHC who leads prevention and early intervention services. NAHC is a nonprofit organization that serves the Bay Area native population. NAHC provides comprehensive, community-driven health services and free, non-clinical services, including mental health referrals, support groups, and classes. NAHC offers system navigation, and hosts Talking Circle support groups for grief, loss, and substance abuse recovery, drum classes, Book Club, and Medicine Bag classes.

Contra Costa will continue to engage these representatives, and tribal leaders or others who may be identified later, in discussions regarding CPP content, updates, and any changes to comprehensive prevention policies, practices, and programs. The representatives will continue to be invited to the planning and implementation meetings. Information about programs and practices available will be disseminated via the existing CPP Planning Team Distribution List, and by adding the Native American Health Center to CFS internal distribution lists for Community Partnership Meetings and the quarterly Resource Family Newsletter.

Contra Costa County's existing policy and practice for native children and families involved in CFS services is to offer referrals which include tribal-specific resources. There is no difference in payment for these resources and other necessary services. Existing CFS contracts for services include language about providers demonstrating cultural sensitivity, or ensuring culturally relevant and sensitive services are delivered.

The Title IV-E agencies understand the importance of the Indian Child Welfare Act (ICWA). Children & Family Services works diligently to comply with ICWA mandates by developing a partnership with any child welfare-involved American Indian/Alaskan Native (AI/AN) families so



native children who are determined to be ICWA-eligible remain connected to their culture and community. The agency's social workers collaborate with Tribes to identify appropriate placements that are supported by the child's Tribe. CFS social workers follow all ICWA noticing procedures, and provide AI/AN families with an internal ICWA Resource Guide that contains culturally appropriate and responsive services for AI/AN families in the Bay Area, sorted into the following categories: educational services, employment and career services, legal services, behavioral/mental health services, substance abuse prevention and treatment services, medical services, and cultural resources.

When Contra Costa's prevention plan is approved, and we have identified a CBO who will provide prevention-based services for child welfare-involved families who are FFPSA Part I eligible candidates, and meet ICWA criteria eligibility, we will work to update our internal ICWA policies and protocols to ensure AI/AN families eligible for prevention-based services are given the opportunity to receive such services and supports via a referral to the CBO. It will be noted in the contract's obligations with the CBO that when a native family is referred to them—regardless of which level of prevention it is for—they must ensure the family is aware of local organizations centered around supporting the native population. The CBO will also be encouraged to work with any organizations that the native family is interested in to ensure there is no duplication of services.

Additionally, other local service providers will be trained to understand the purpose and components of ICWA relevant to their programs, and to engage Tribes in service planning and delivery for AI/AN children and their families. When a family provides information that there is "reason to believe" a child is a native child during an initial intake assessment by a local service provider, further inquiry is necessary and must be done by contacting the Tribe consistent with Welfare and Institutions Code (WIC) Section 224.2(e). As described in WIC Section 224.2(d), the information must be shared with the Tribe so the Tribe has an opportunity to participate in the family assessment, case planning, service delivery, and any safety and risk assessments. The local Title IV-E agencies will partner with tribes to ensure culturally appropriate and responsive services are available locally to meet the needs of native children and families.

Prevention services to an AI/AN child under the county Title IV-E program will be aligned with the ICWA requirements for activities to maintain a native child with their family. The following activities identify points in a prevention case where a child's Tribe(s) must be engaged:

- Inquiry regarding tribal membership or eligibility
- Notice to the Tribe(s) where the child is a member or eligible for membership
- Sharing information with the Tribe(s) for the Tribe to make a membership determination including, but not limited to the child and parents' names and dates of birth, and other information about the current status of the child and case
- Joint referrals to services, performed with the Tribe(s) input and involvement in decision-making
- Intake for services and keeping the Tribe up to date on information regarding service delivery
- Ensuring access to information regarding candidacy determinations, including sharing information with the Tribal IV-E agencies so that the agency may make the agency determination for its children
- Co-development of a Prevention Plan with the Tribe(s) input and involvement in decision-making
- Delivery and coordination of services

- Input into decision-making regarding Safety and Risk Assessment

## **INTEGRATED CORE PRACTICE MODEL (ICPM)**

*How did the Title IV-E agency incorporate and implement strategies for the use of the Integrated Core Practice Model with partner agencies and Tribes (e.g., leadership behaviors, candidacy assessment, family engagement, service delivery, and transitioning)?*

The Integrated Core Practice Model (ICPM) is recognized as an integral component of the work that should occur among the systems that serve vulnerable children, youth, and families in California, and as such has been incorporated into all aspects of Contra Costa's CPP. (Refer to the Theory of Change section.) Additionally, the CPP Planning Team has approached the prevention planning process as a collaborative partnership effort, acknowledging that no one agency or organization can effectively develop a CPP or implement it on its own. ICPM principles have supported the complex reality of this CPP planning process.

In addition to leveraging the core ICPM elements to support CPP planning, the CPP Planning Team has adapted ICPM use toward prevention, and focused on equity and inclusion.

The CPP builds upon the AB 2083 Memorandum of Understanding (MOU) and the Interagency Leadership Team (ILT) process for System of Care. The AB 2083 MOU emphasizes a System of Care for children and youth in child welfare or probation foster care, or at risk of foster care entry, and a commitment to these children as the System Partners' collective children. The articulation of this shared perspective created a solid basis for developing a CPP.

The AB 2083 MOU led to the formation of a multi-agency collaboration, the Interagency Leadership Team (ILT). Contra Costa County held countywide training in 2021/2022 on ICPM principles, shared values, and practice standards expected from those who provide services to vulnerable populations. Staff of ILT member agencies attended, including CFS, Probation, Mental Health, the County Office of Education, and the Regional Center. The lessons from that ICPM training support the CPP interagency collaborative prevention planning process by providing a framework outlining how services should be developed and provided.

One of the most important elements of ICPM that CPP Planning Team members and partners have used in their planning and will use in prevention program implementation are the ICPM Principles: family voice and choice; natural supports; collaboration; teaming; community-based; culturally competent; individualized; strength-based; persistence; and outcomes-based. The CPP Planning Team is committed to these principles and have woven them into the planning process, and also articulated the need for planned prevention services to incorporate them.

Some of the specific ICPM Foundational Behaviors for Leadership and All Agency Staff that have been key to supporting Contra Costa's CPP planning include:

- **Communication:** Being open, honest, clear, and respectful in communications, especially being transparent about the Title IV-E agencies' roles and responsibilities in collaborating with other stakeholders to develop a CPP.
- **Teaming:** Seeking out and identifying more potential service partnerships with effective community-based service providers, especially those with cultural connections to families in need of services, and particularly in the selected geographic area.

- Working collaboratively with cultural and community representatives, and people with lived experience, in a cross-sector collaboration to plan and implement a CPP and establish a feedback loop for use during ongoing operations.
- Accountability: Exploring barriers, challenges, and concerns through a transparent process of inquiry that includes listening to those involved, identifying others who need to be included, developing a shared expectation about follow-up, and reviewing other data and information in order to make balanced assessments and informed decisions.
- Planning to identify and implement a transparent process to monitor for practice Motivational Interviewing model fidelity and effectiveness.

The CPP Planning Team is also aware of forthcoming ICPM enhancements, especially in the areas of race and equity, prevention, and the voice of lived expertise that, once available, will serve to further support and strengthen our planned CPP implementation.

In summary, the Integrated Core Practice Model is a practical guide to support county and community partners to improve delivery of timely, effective, and integrated services to children, youth, and families. The ICPM requires commitment to shared values and practices, building positive, respectful relationships across systems with youth and family members, and recognizing and appreciating different perspectives and accountability to achieve a shared vision. Because the key elements of the ICPM strengthen Contra Costa's CPP, all agency and community partners will be required to participate in ICPM training to ensure this foundation is in place across the county.

## **NEEDS ASSESSMENT SUMMARY AND ANALYSIS**

*What data or information (e.g., needs assessments, community metrics, or County Self-Assessment, if applicable) was used to identify children and youth at greatest risk of entry or re-entry into foster care in your community?*

A review of countywide and local community needs assessments was completed to identify children and youth at greatest risk of entry or re-entry into foster care in our community, determine candidacy populations for prioritization, develop an understanding of Contra Costa County's service needs, and inform the selection of our service array, prevention strategies, and evidence-based practices. Planning collaborative members joined together to identify, gather, and review the following existing needs assessments:

1. California Department of Social Services Office of Child Abuse Prevention, Child Maltreatment Prevention Data Dashboard for Contra Costa County, 2008-2017
2. 2021 Report on Juvenile Justice Programs and Services in Contra Costa County
3. Contra Costa Behavioral Health Services and County Office of Education, Proposal to Mental Health Services and Accountability Commission, June 2020
4. Contra Costa HOME/CDBG Consortium, Contra Costa Consortium Needs Assessment, 2020-2025 Consolidated Plan, May 2020
5. Casey Family Community Opportunity Maps (for Contra Costa County and cities), downloaded in June 2022
6. Board of Supervisors Presentation, Potential Sales Tax Measure Ad Hoc Committee County Needs Assessment, May 2020
7. Contra Costa County Office of Education, 2021-2024 Foster Youth Services

- Coordinating Program Plan
8. 2018 Contra Costa Kindergarten Readiness Assessment
  9. Early Childhood Prevention & Intervention Coalition, 2020 Early Childhood Mental Health System of Care for Contra Costa County: Guidance for MHSA Planning
  10. Measure X Advisory Board Presentation to Contra Costa County Board of Supervisors
  11. Antioch Community Advisory Council (“Antioch Parent Advisory Group”), Community Assessment Survey: Results Analysis, 2021/2022
  12. City of Pittsburg, My Brother’s Keeper Pittsburg Phase 1 Summary Report, July 2022
  13. 2017 Contra Costa County Child Care Needs Assessment Executive Summary
  14. Richmond Department of Children and Youth, Richmond 2020 Community Needs Assessment Report
  15. New Americans in Contra Costa County 2021, Gateways for Growth
  16. 2019 Profile of the Unauthorized Population: Contra Costa County, CA, from Migration Policy Institute (MPI) analysis of U.S. Census Bureau data
  17. Contra Costa County Children & Family Services, County Self-Assessment, 2022
  18. Contra Costa County Behavioral Health Services, 2019 Mental Health System of Care Needs Assessment, December 2019
  19. Contra Costa County Behavioral Health Services, Behavioral Health Community Infrastructure Program Needs Assessment Findings, May 16, 2022
  20. California Healthy Places Index (for Contra Costa County and cities)
  21. Contra Costa County Office of Education Foster Youth Demographic Year Report 2019-2020
  22. 2022-23 Local Control Accountability Plan for Antioch Unified School District

*How did you determine your target population/community?*

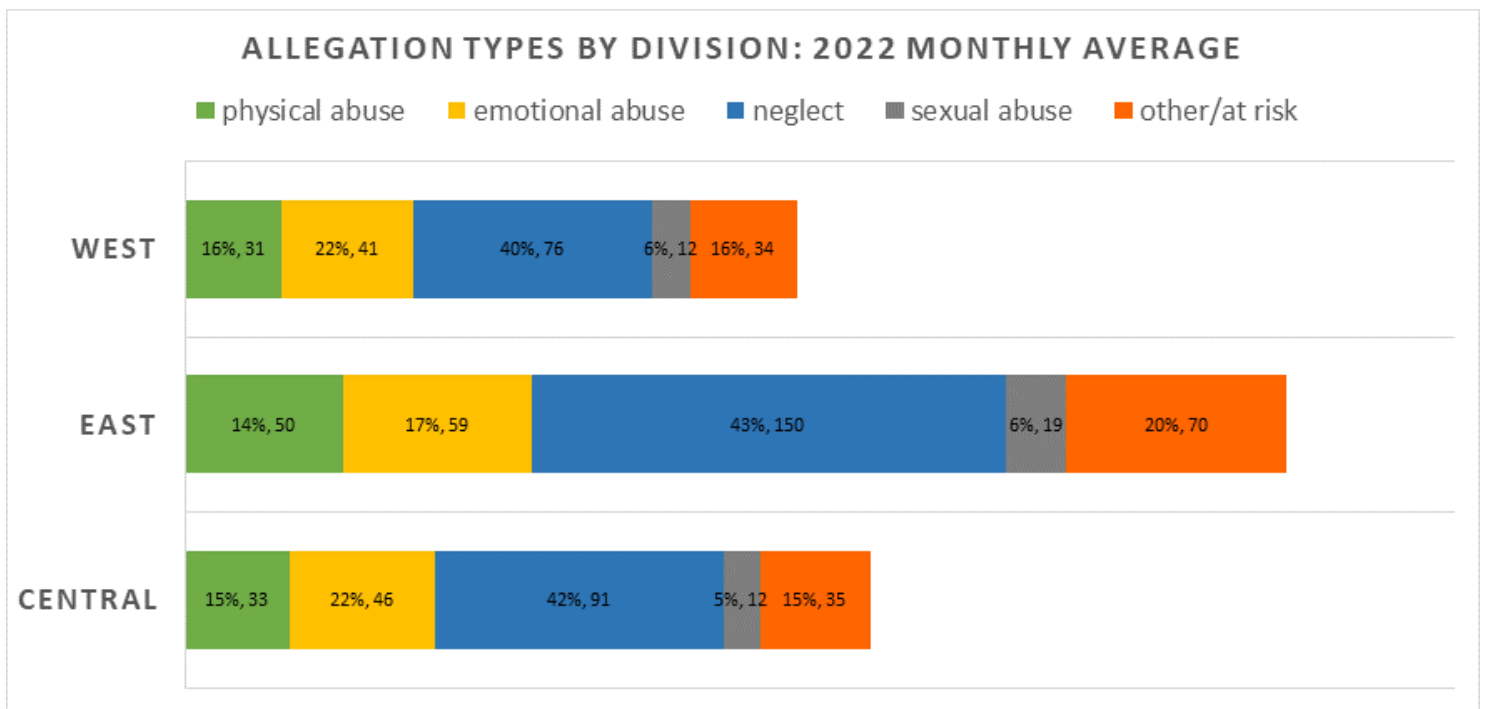
The following summary and analysis of the reviewed needs assessments describes the process the CPP Planning Team used to determine our target population and community. Documenting the outcomes of our needs assessments, and later, our asset mapping efforts by prevention level, also helped to fulfill the first required element in the 14 CPP elements noted by the CDSS. The CPP Planning Team considered the issues and needs identified, information about who in the county is most affected, examined data about children, youth, and families who have come into contact with—or have had formal involvement with—Children & Family Services and Probation, strategies that have been identified to address community needs, what resources are available, and what resources are most needed. After thoughtfully considering these factors, the CPP Planning Team determined that **the greatest need for services exists in East Contra Costa County**. Although needs exist throughout the entire county, and all residents are deserving of support in times of need in order to promote stronger family functioning and healthy outcomes, East County, and particularly the city of **Antioch**, is notable in its paucity of resources in comparison to its population numbers and acuity of need.

In its 2021 County Self Assessment and its review of safety and risk factors for child maltreatment, as well as more recently furnished internal data, the following facts were notable:

- Each month, Contra Costa’s 211 line receives more than 3,500 calls from county residents who need assistance. The frequency of 211 calls indicates the highest number

comes from East County.

- In 2019, a point in time count of the unhoused population in Contra Costa County, by city, indicates that homelessness is a problem throughout the county. However, Antioch is one of the cities with the highest count of those living outdoors.
- When sorted by geographical area, the most calls for service in 2018 related to domestic violence/intimate partner violence were from East County (42% of the total), and Antioch had the most of all East County cities.
- Data shows a concentration of poverty, lower income, and homelessness in all regions of the county, and in East County, especially in the cities of Antioch and Pittsburg.
- Comparing the three major CFS operational divisions (East, Central, and West) in the county indicates that East County has the most First Placements into foster care. East County also has the highest number of referrals per month. The chart below shows that the average number of monthly referrals received per District throughout 2022, with special attention to the allegation types.



- Children in Antioch are overrepresented in child welfare. The chart below indicates that the total percentage of all referrals received from May 2021 to October 2022 from Antioch is significantly higher than the actual city population as a percentage of the total Contra Costa County population.

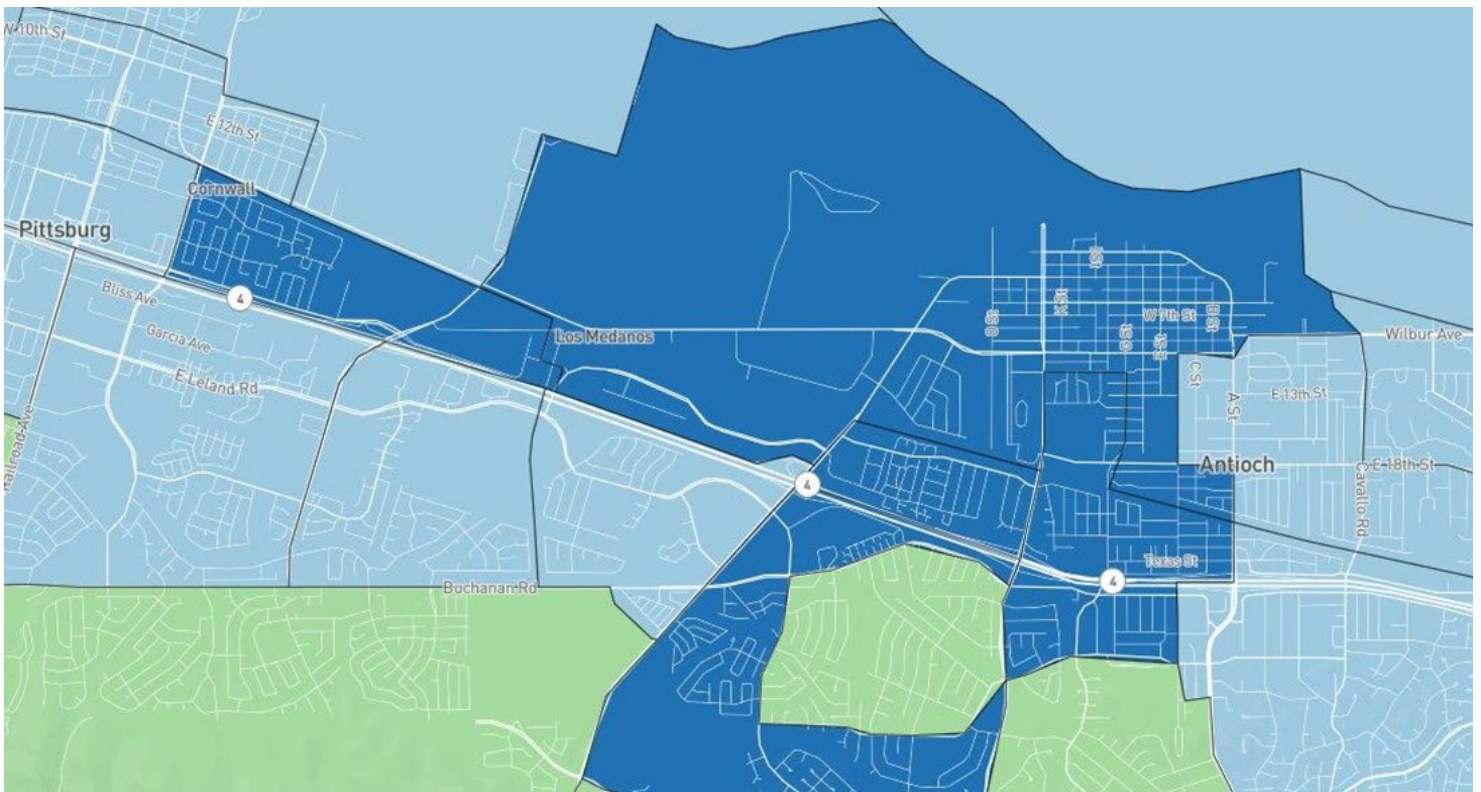
City	Number of Referrals May 2021-Oct 2022	Percent of All Referrals May 2021-Oct 2022	City Population as Percent of Total CCC Population	People Under 18 as Percent of CCC Under 18 Population	People Under 18 as Percent of CITY total population
Antioch	1711	15.8%	10%	11%	24.2%
Richmond	1459	13.4%	10%	10%	21.5%
Concord	1121	10.3%	11%	11%	21.7%
Pittsburg	903	8.3%	7%	7%	23.4%
Brentwood	540	5.0%	6%	6%	26.0%
Oakley	520	4.8%	4%	5%	28.1%
San Pablo	513	4.7%	3%	3%	26.4%
San Ramon	474	4.4%	7%	9%	27.8%
Martinez	416	3.8%	3%	3%	20.4%
Walnut Creek	403	3.7%	6%	4%	15.6%
Bay Point	400	3.7%	2%	3%	27.3%

Notable information from Contra Costa Probation, via the 2021 Report on Juvenile Justice Programs and Services in Contra Costa County, and through Probation's own internal mechanisms for collecting both qualitative and quantitative data, included the following observations:

- Black/African American youths are overrepresented in Probation and in confined settings in the county. In 2020, Black/African American youths were approximately 14 times more likely than white youths to be arrested in Contra Costa, 15 times more likely to be referred to Probation, and 1.6 times more likely to have petitions filed (among youth referred to Probation).
- The majority of youth involved with Probation are male. From January 2022 to December 2022, at intake, the sex of juveniles came out to 86% male (240) and 14% female (39).
- The top needs for Probation-involved youth include behavioral health, education, and family services. Interview and focus group participants noted there is also a need for more educational services, including tutoring and after school programs, and employment services, including non-college career pathway programs.

- Antioch Unified School District is one of the school districts in Contra Costa that has less successful educational outcomes compared to county averages for suspension, expulsion, chronic absenteeism, and graduation rates.

The California Health Places Index (CHPI) indicates that Antioch is only at the 14.4 percentile for healthy community conditions when compared to other California communities, at the 13.2 percentile for healthy social conditions, and at the 10.3 percentile for healthy economic conditions. This information reveals that Antioch is in the bottom 10-15% of all California counties for conditions that contribute to healthy communities. In contrast, the entirety of Contra Costa County has a 92.5 percentile for healthy community conditions in comparison to other California communities.



CHPI also indicates a 92% Race/Ethnicity Diversity Index, with 43% Latinos/Hispanics, 18.8% Blacks/African Americans, 9.3% Asians, .9% Native Americans, and 25.6% Whites.

The CPP Planning Team learned and evaluated the following information about the people and communities in Contra Costa who are most affected:

- Low income population –
  - Children: in Contra Costa County, the child poverty rate is 13.2% and the child food insecurity rate is 15.6%. About 10,000 children ages 0-5 live at 100% poverty level and about 5,500 live in deep poverty (50% of poverty level, \$12,000 annually). 63% of eligible persons receive Supplemental Nutrition Assistance Program (SNAP) benefits. 16% of residents living under the 138% poverty line

are not covered by health insurance. 13.9% of infants had mothers who did not receive prenatal care in the first trimester.

- Immigrants: 15% of immigrants in Contra Costa County live at or below 150% of federal poverty compared to 13% of United States-born residents. 63,000 persons who are considered “unauthorized” live in Contra Costa County; 70% are from Mexico/Central America and 21% from Asia, and of these groups, 21% live below 100% of poverty level, and 26% between 100-200% of poverty level.
- Black/African American residents –
  - Black/African American residents in Contra Costa County are almost two times more represented in low income categories than the general population (and Hispanics 1.6 times).
  - There are 3.3 times more maltreatment allegations for Black/African American children than for the general population. Black/African American (and Native) children have substantiated abuse allegations more than three times that of the general population.
  - Black/African American youths are 14 times more likely than white youths to be arrested and 15 times more likely to be referred to Probation. They are overrepresented in Probation and confined settings, and have 3.9 times more felony arrests than the general population.
- East County – Significant needs and challenges exist countywide, especially in East and West County. However, the highest need is in East County, because service concentration has historically been in the central and west regions of the county, with a resulting resource gap in East County. Establishment of services in East County has not kept pace with the county population increases in that area.
  - Antioch (in East County)
    - 29% of households are living in poverty compared to 19% in the county overall.
    - 22% of Antioch families have single parents, compared to 13% countywide.
    - 15% of Antioch residents access SNAP benefits compared to 7% countywide.
    - Reduced/free lunch rate is at 68% in Antioch compared to 38% countywide.
    - 36% of children ages 3-4 in Antioch are enrolled in school compared to 54% countywide.
    - 21% of Antioch adults have a Bachelor’s Degree compared to 43% countywide.
    - Of the 19 Contra Costa County schools with a high foster youth population, five schools, or 26%, are in Antioch. Deer Valley High School in Antioch has the highest population of foster youth. In 2019-2020, there were 48 foster youth at Deer Valley, down from 63 foster youth in 2018-2019. In those same years, four other Antioch schools had the highest foster youth populations, including Antioch High School, Dallas Ranch Middle School, John Muir Elementary School, and Diablo Vista Elementary School.



- For the student population for the Antioch Unified School District (AUSD), 74% of students are Socioeconomically Disadvantaged, 18.8% are English Learners, 1.15% are Foster Youth, and 16% are Students with Disabilities.
- AUSD experienced an increase in chronic absenteeism and suspensions in 2021-2022 upon the return to in-person learning following 18 months of online distance learning during the height of the COVID-19 pandemic.
- Pittsburg (also in East County, located next to the city of Antioch)
  - 34% of households are living in poverty compared to 19% in the county overall.
  - 20% of families have single parents, compared to 13% countywide.
  - 15% of residents access SNAP benefits compared to 7% countywide.
  - Reduced/free lunch rate is at 58% compared to 38% countywide.
  - 39% of children ages 3-4 are enrolled in school compared to 54% countywide.
  - 23% of adults have a Bachelor's Degree compared to 43% countywide.
  - Latino and Black/African American male youths combined represent almost 80% of felony youth arrests in Contra Costa.
  - Safety and community violence are concerns identified by youth and parents.

## **SOCIAL DETERMINANTS OF HEALTH**

In order to ensure a thorough examination of issues during the needs assessment and target population identification process, the CPP Planning Team reviewed and analyzed community needs based on the Social Determinants of Health and the Protective Factors Framework.

**Appendix A** summarizes that work.

## **DATA SOURCES**

*What data sources were used to conduct a strength and needs assessment of AI/AN children and black children who are disproportionately represented in the county child welfare and probation systems?*

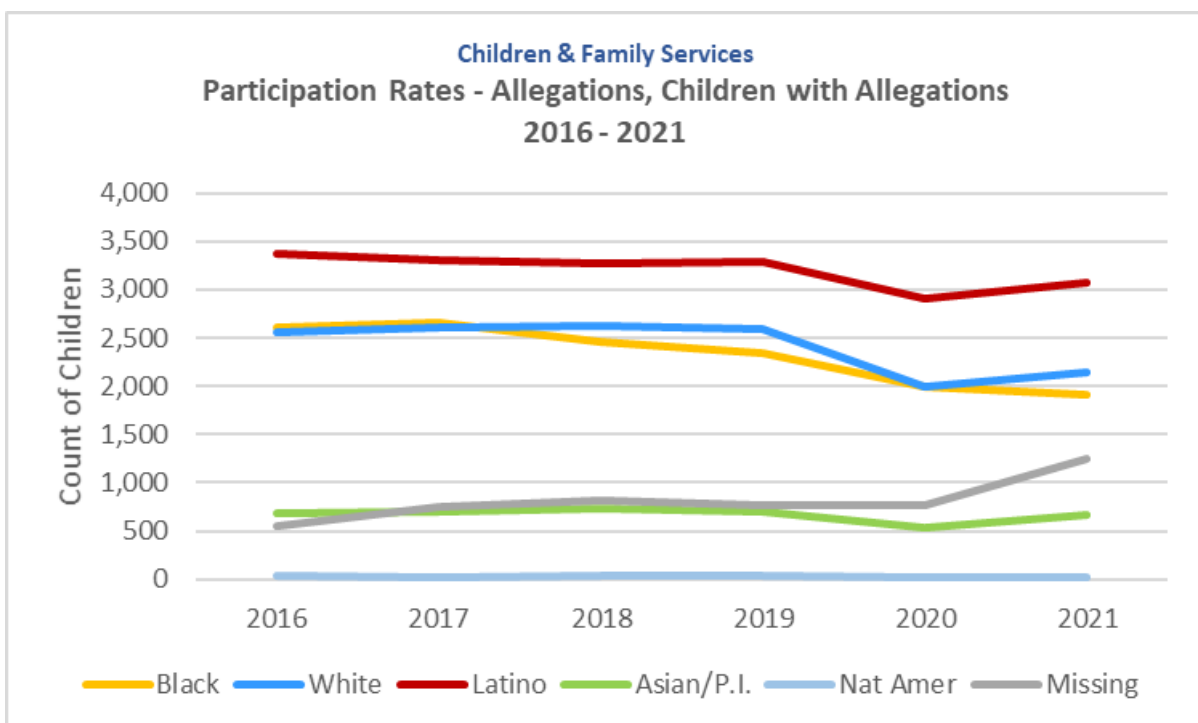
A variety of sources were utilized in gathering and reviewing information pertaining to American Indian/Alaskan Native and Black/African American children who are overrepresented in both the child welfare and juvenile probation systems, as well as numbers more specific to poverty, including: the Casey Family Opportunity Maps (2022), the California Child Welfare Indicators Project (CCWIP), the California Department of Finance, Child Welfare Services/Case

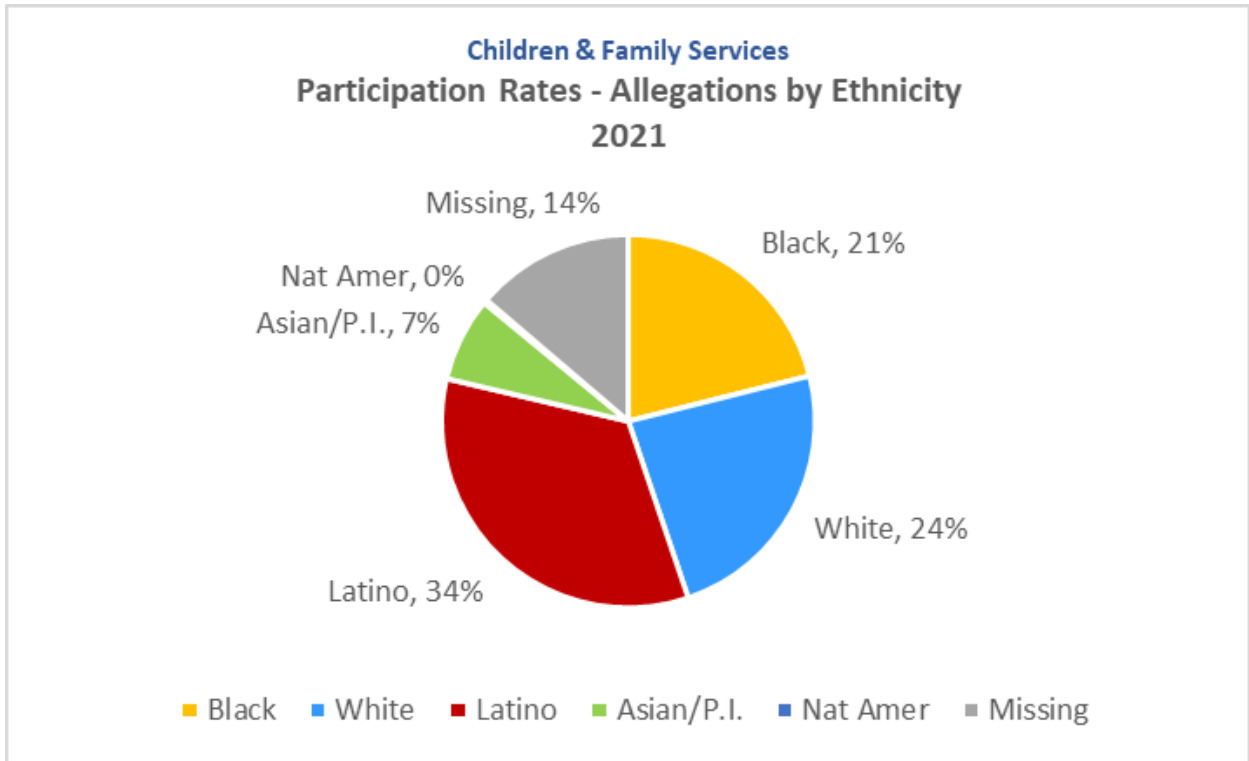
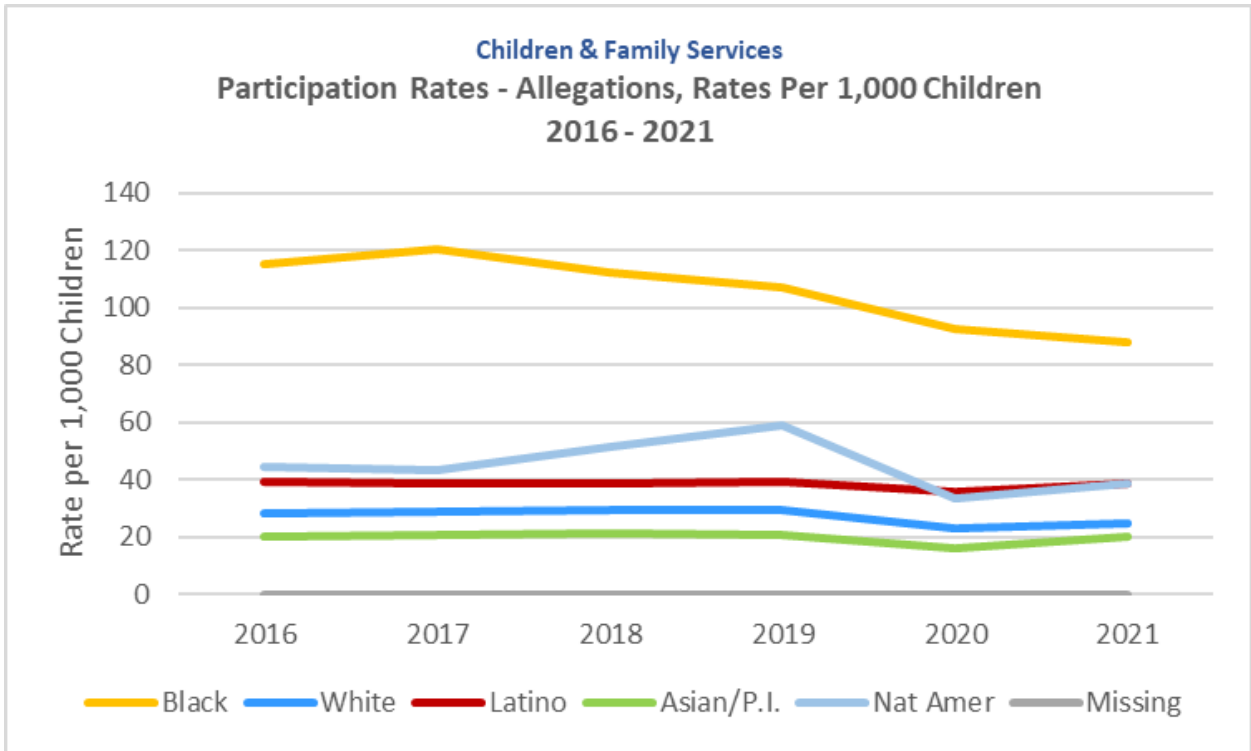
Management System (CWS/CMS), the 2022 Contra Costa County Self-Assessment, internal Contra Costa Probation data, and a few of the countywide needs assessments. Existing data was also utilized to inform our service array assessment.

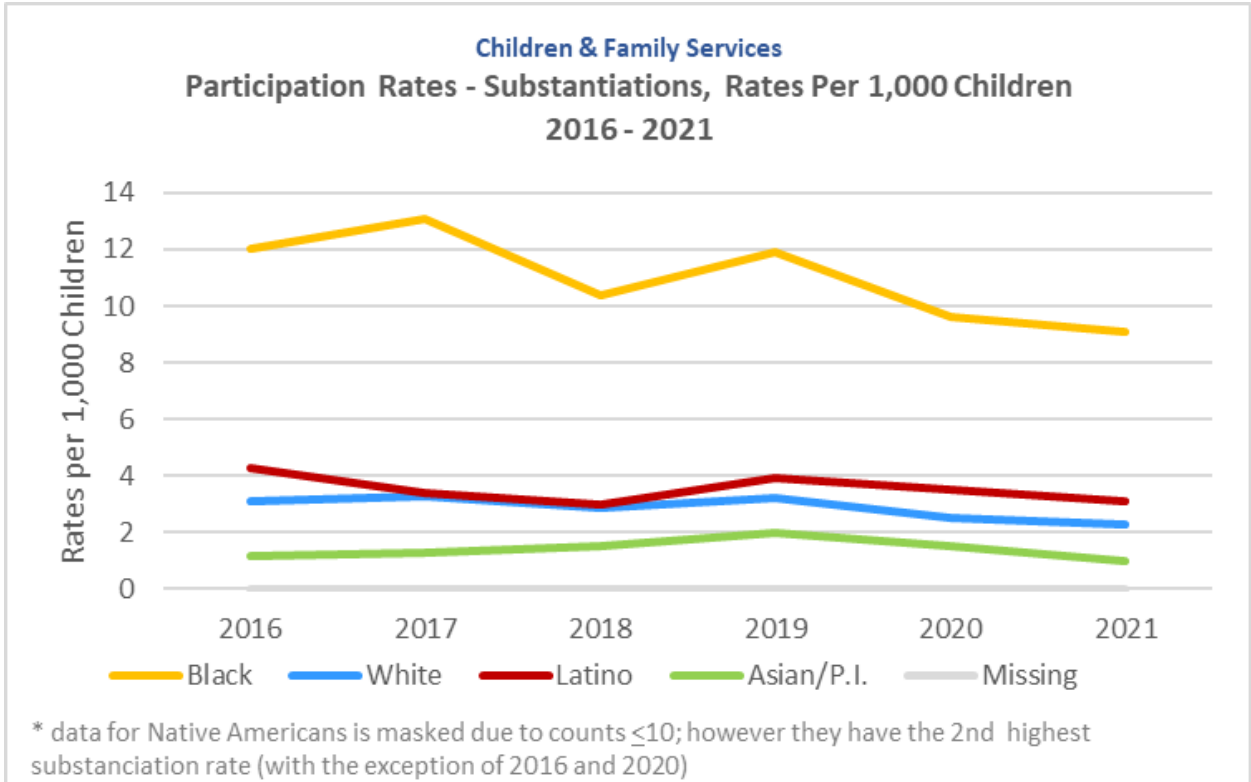
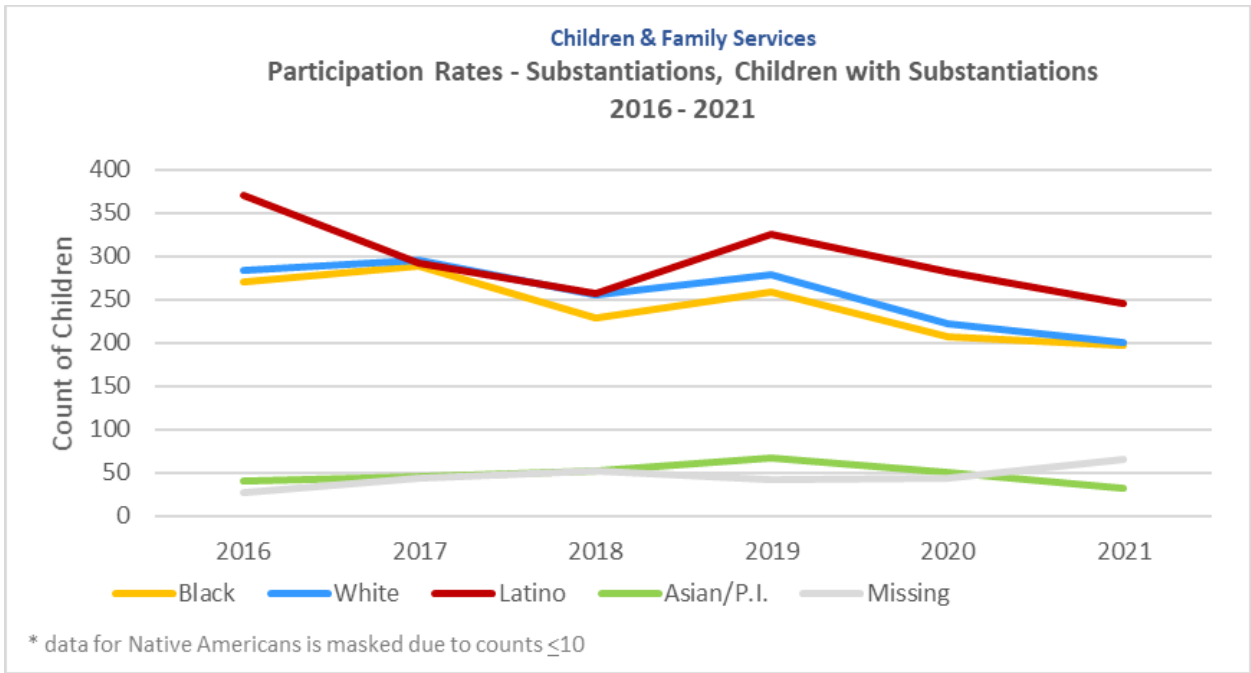
According to the Casey Family Opportunity Maps (2022), AIs/ANs represent about 5,500 (0%) of Contra Costa County’s 1.1M total population, and about 800 (1%) of Antioch’s 105.5K total population. CCWIP Disparity Indices Reports that when compared with the white population, Native Americans are 1.5 times more likely to have an allegation reported to child welfare in Contra Costa (2022). The CCWIP also urges caution when using these indicators, especially when the rate is computed based on a small population. There may be disparities due more to the small denominator than excessive system contact. From a Contra Costa CFS perspective, looking at two different points in time, there were 17 ICWA eligible and 27 primary or mixed ethnicity of American Indian children in 2015, and in 2021, there are less than 10 ICWA eligible and 16 primary or mixed ethnicity of American Indian children. Because of low counts, no further analysis is available.

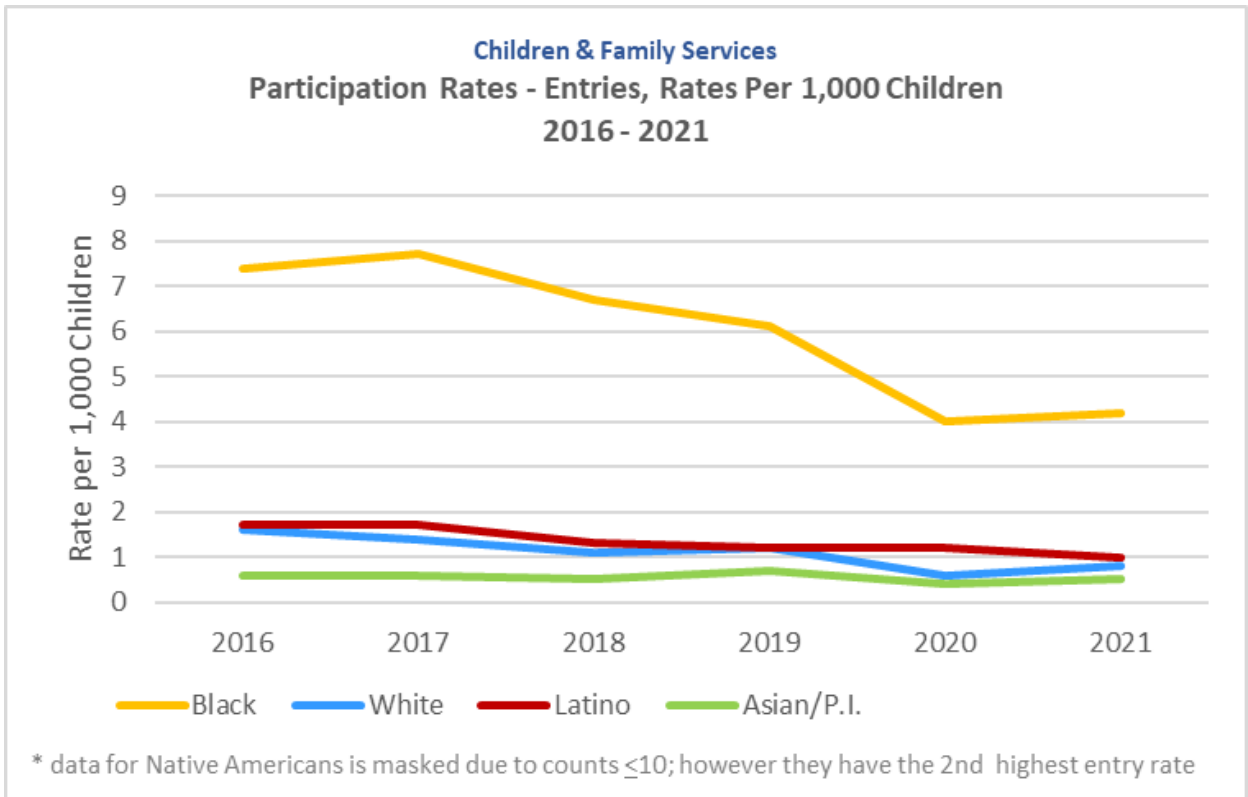
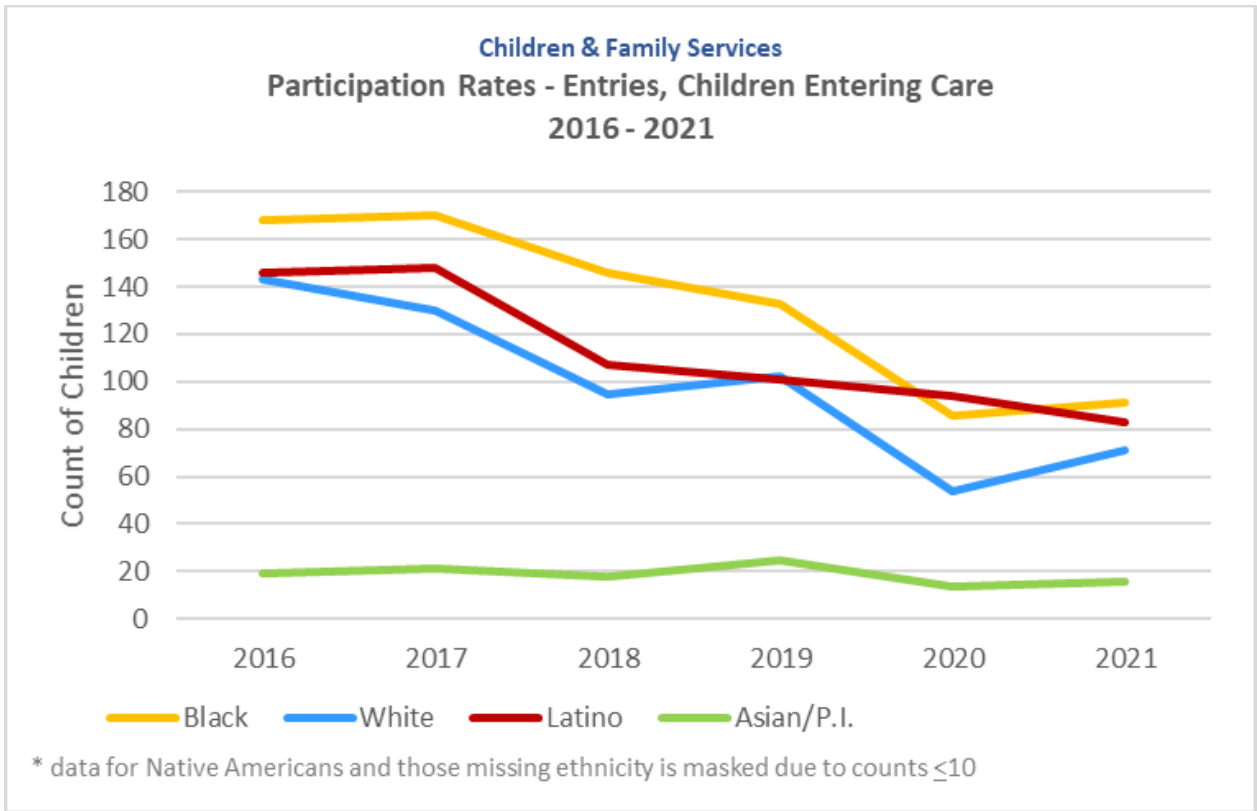
The California Department of Finance reports 279,000 children in Contra Costa (2022) and the CCWIP calculates that about 23,000 live in poverty.

Contra Costa County CFS data on child welfare participation rates (allegations, substantiations, and entry into foster care) were stratified and examined by race/ethnicity for the period of 2016 to 2021. Both raw numbers of children and rates per 1,000 children in the population are reported. Per the CCWIP, rates per 1,000 children are based on California Department of Finance annual population counts. As shown in the charts below, the rates per 1,000 children demonstrate that Black/African American children are at higher risk than other ethnic groups of having allegations, substantiations, and ultimately entry into foster care. The participation rates of Black/African American children have been decreasing in recent years, but it should be noted that there has been a significant decline in the total number of youth in open foster care cases over the past several years.

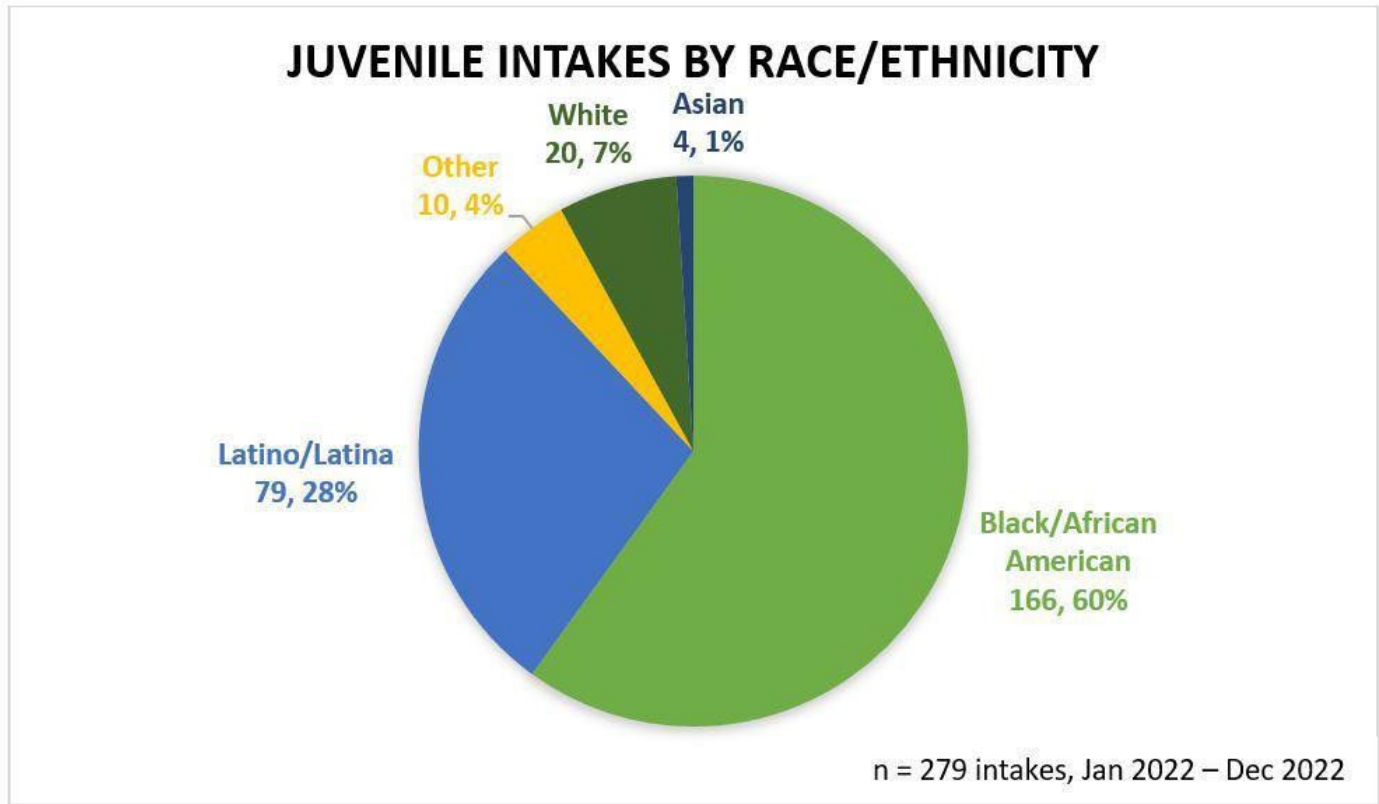






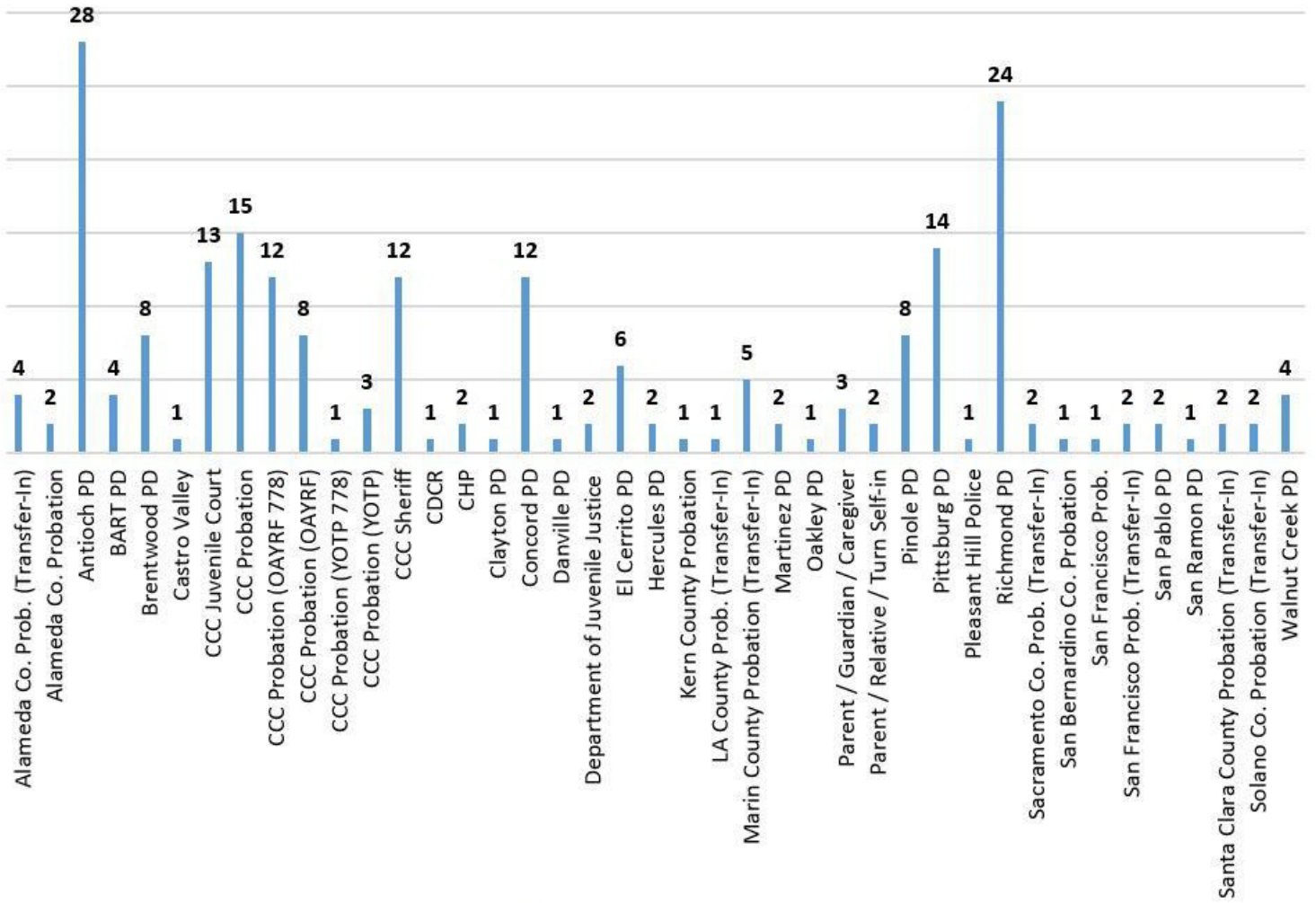


Data provided by Contra Costa Probation indicates the majority of youth whom they have come into contact with are Black/African American. In 2022, Contra Costa Probation's contacts with Black/African American youth were significantly higher than other races/ethnicities, though their contact with Latino/Latina youth was notable as well.



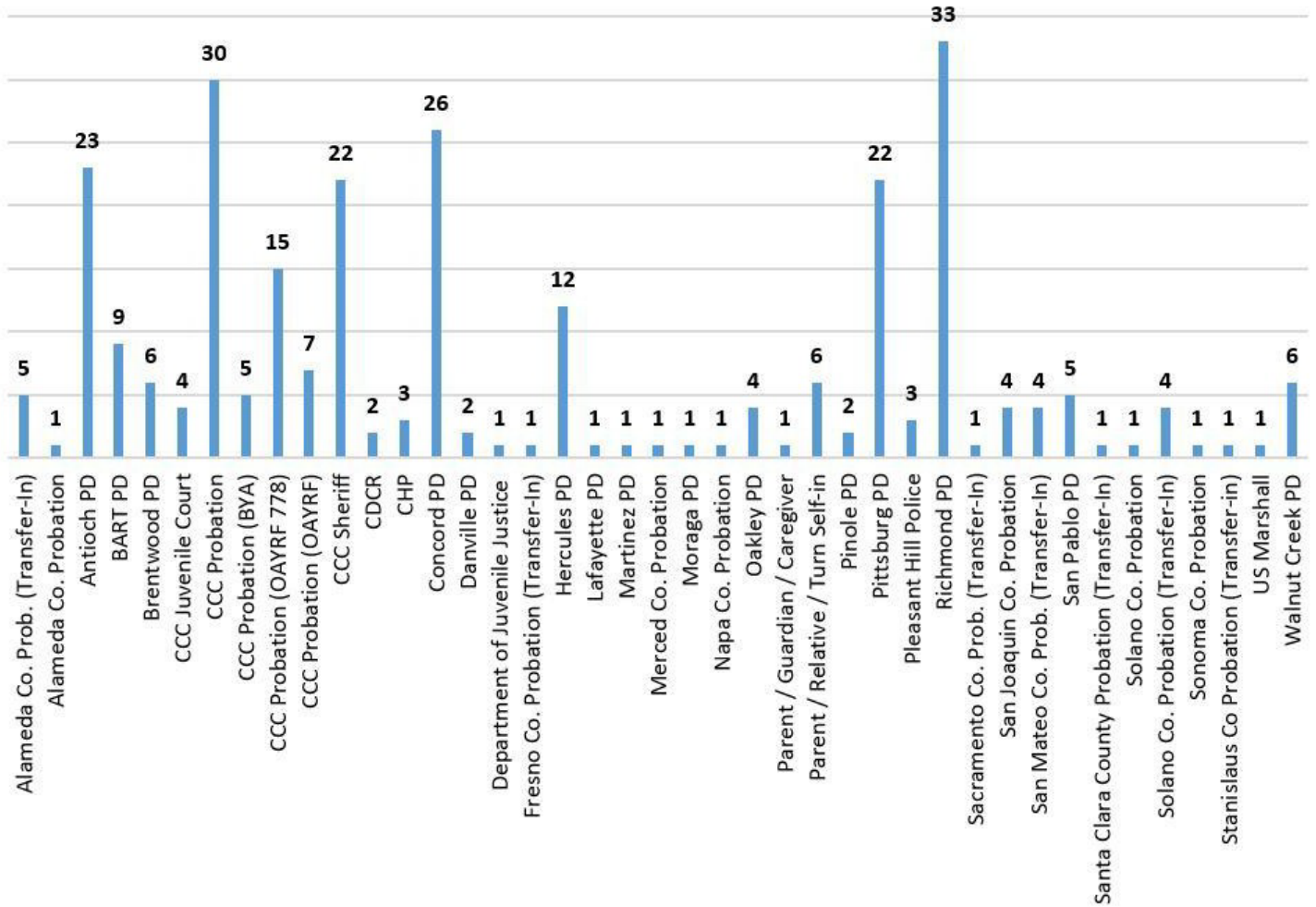
Contra Costa Probation data also indicates that the Antioch Police Department had the highest number of juvenile arrests in 2021. The number of arrests by the Antioch Police Department in 2022 did not end up being the highest, but the overall count was still significant. Refer to the charts on pages 31 and 32 for the number of juvenile intakes made by each agency.

## Juvenile Intakes in 2021 by Agency



■ Arresting Agency. n = 214 intakes, Jan 2021 – Dec 2021

### Juvenile Intakes in 2022 by Agency



■ Arresting Agency. n = 279 intakes, Jan 2022 – Dec 2022



## NEEDS OF THE SELECTED POPULATION

*What are the needs of the people in the selected population/community, particularly in the areas of substance use, mental health, and parenting support?*

In East Contra Costa County, the greatest need is to develop a more robust prevention services infrastructure. The city of Antioch in East County has grown significantly over the years due to an influx of new residents from the greater Bay Area seeking more affordable housing; however, the services structure has not grown to accommodate the needs of the new, larger population. The population in East County continues to grow mostly because it generally offers the most affordable and new housing in the county and the surrounding Bay Area. As a result, there are great needs in the areas of parenting support, mental health services, and substance abuse prevention and treatment.

Overall, in Contra Costa County, the greatest documented needs are among **poor residents, Black/African American, immigrant, and LGBTQ+** residents, particularly in **East County and West County**.

### The most frequently cited needs:

- Increase the number of resources and the accessibility of services in East County, especially in the city of Antioch.
- Strengthen the safety net of supportive services critical to establishing stability and safety for individuals and families.
- Provide family services, parenting support, and skills education to develop healthy social and coping skills, and adaptive functioning for children and youth.
- Increase behavioral health and substance abuse prevention and treatment services, especially services that are culturally appropriate and trauma-informed.
- Increase resource availability for Black/African American youths.

### Mental health, substance abuse, and parenting support:

- Behavioral Health/Mental Health (BH/MH) and Alcohol & Other Drugs (AOD) services –
  - These services are lacking for all ages. There are often waitlists to receive services, and the needs for these services are increasing significantly.
  - Significant BH/MH needs are being identified for children as young as 0-5.
  - Direct services that are trauma-informed and culturally responsive are needed.
- Family services – Services focused on in-home stability and parenting skills/education and support in order to build protective factors are needed. For the past five years, lack of adequate supervision has contributed to child neglect, drownings, and injuries. Black/African American children also experience the highest level of child fatalities in Contra Costa County. This information was noted by the co-chair of the county's Child Death Review Team. The final draft of the multi-year Contra Costa County Child Death Review Team Report is pending publication by Contra Costa Health Services.
- For youth involved in the juvenile justice system – Youth and their families need substance abuse prevention and treatment, behavioral health services and support, prosocial skills, family and living arrangements, education, and employment services. The need for services far exceeds availability.

### Other needs:

- Poverty – The safety net of supportive services must be strengthened, especially housing, legal assistance, advocacy, and concrete supports and services in times of crisis, e.g., financial assistance to prevent eviction.
- Housing –
  - 30,000 people in Contra Costa County have a documented need for housing assistance. Most have a disability or are victims of domestic violence/intimate partner violence.
  - Compared to national and California rates, Contra Costa County's transitional age youth (ages 15-25) have higher homelessness rates.
  - Unhoused individuals also have more justice system contact.
  - Homelessness continues to increase due to lack of affordable housing, unemployment, poverty, mental illness, and substance abuse.
- Location of services – Services are present in each region of the county, but due to lack of transportation, services are not always accessible to those living outside of the immediate area surrounding a service location.
- Education –
  - There is an overall lack of high-quality early childhood education programs in the county.
  - Only 44% of Contra Costa County children are considered ready for kindergarten.
  - About 20% of immigrants in the county are limited English proficient (LEP) and 63% of them speak Spanish at home. The largest number of immigrants, and the largest percentage of LEP immigrants, live in Richmond and San Pablo. The second largest percentage of LEP immigrants live in Antioch.
- Domestic Violence/Intimate Partner Violence – Calls to law enforcement increased from 2,860 in 2017 to 4,134 in 2019.
- Commercially Sexually Exploited Children and Youth (CSEC/Y) – Services are needed to increase awareness of, and services for, CSEC/Y and for children and youth who are considered at-risk of sexual exploitation.
- Child care –
  - Shortages are greatest in West and East County, especially in cities with more ethnic and racial minorities, the lowest median family incomes, and the highest predicted population growth for the next 10 years. In contrast, there is a noted surplus of preschool spaces in the central part of the county.
  - There is a significant need for more subsidized child care, especially for children ages 0-2 and ages 5-12.
  - There is a need for childcare for children who have special needs.

## IDENTIFIED STRATEGIES TO ADDRESS THE NEEDS OF THE SELECTED POPULATION

*What do you need to meet the needs of those in your selected population/community?*

### Identified Strategies to Address Needs

The primary need in Contra Costa is to establish a more robust prevention services infrastructure in East County. This will require collaborating and partnering with existing East County services agencies, organizations, and programs, including informal entities.

The following recommendations were identified in the various community assessment documents that were reviewed for the prevention planning process, with special attention to the reviewed needs assessments, data that was collected, and qualitative stories from those with lived experience and other members of the CPP Planning Team.

- Increase the resources and accessibility of services in East County, especially Antioch.
- Strengthen the safety net of supportive services that are critical to establishing stability and safety for individuals and families. Examples include:
  - Access to food
  - Emergency/short-term housing
  - Emergency financial assistance
  - Case management
  - Benefits access assistance
  - Referrals and linkage to resources in the community
  - Transportation assistance
  - Crisis support
- Increase behavioral health and substance abuse prevention and treatment services, and provide all such services in a timely, trauma-informed, and culturally appropriate and responsive manner.
- Provide family services and in-home parenting support and skills education to help children and youth develop healthy social and coping skills, and adaptive functioning.
- Provide job training and placement opportunities, including non-college pathways for youth, and microenterprise and small businesses for others.
- Increase awareness of school-based services, e.g., tutoring and afterschool programs.
- Develop more community childhood activities and programs geared toward providing practical and useful, enjoyable skills, and opportunities that will provide a foundation for growth and healthy outcomes.

## SERVICE ARRAY AND ASSET MAPPING

*According to the assessments, how is the current service array meeting or not meeting the needs of children, youth, parents, and families in your community?*

Contra Costa County has a vast service array countywide. However, according to the various needs assessments reviewed, and in thoughtful discussions with members of the CPP Planning Team and those with lived experience, the current service array in East County is not meeting the needs of children, youth, parents, and families who live there.

The biggest gaps in East County's service array include:

- Limited prevention services infrastructure in East County.
- Insufficient resources and accessibility of services in East County, especially Antioch.
- An insufficient safety net of supportive services for establishing stability and safety for individuals and families, including:
  - Access to food
  - Emergency financial assistance
  - Case management
  - Benefits access assistance
  - Referrals and linkage to resources in the community
  - Transportation assistance
  - Crisis support
  - Emergency/short-term housing or assistance
- Insufficient behavioral health and substance abuse prevention and treatment services, including services that are delivered in a timely, trauma-informed, and culturally appropriate and responsive manner.
- Insufficient family services and parenting support and skills education to develop healthy social and coping skills, and adaptive functioning.
- Insufficient job training and placement opportunities, non-college pathways for youth, and microenterprise and small businesses for others.
- Insufficient programs for students to succeed in school, e.g., tutoring and afterschool programs.
- Insufficient community childhood activities and programs for providing practical and useful, enjoyable skills, and opportunities that will provide a foundation for growth and healthy outcomes.

The limited number of public and private nonprofit prevention services available in Antioch are funded by both public and private sources with some programs blending public and private or foundation funding. CFS and Probation have an established history of contracting with Antioch and East Contra Costa County-based nonprofit organizations to provide prevention services, including some in-home services. Most of the programs and services identified in our primary, secondary, and tertiary prevention asset maps (Appendices B, C, and D) are available to segments of the CPP selected target population. Currently available services are, however, available to a limited number of families, and a number of programs have lengthy waiting times.

Few services are provided in consumers' homes or at locations selected by consumers. Starting in the spring of 2020, in-home and mobile programs have been compelled to allocate additional administrative, training, and material resources to crafting and implementing enhanced policies and procedures to ensure the health and safety of staff, volunteers, and consumers at all service delivery locations.

Community-based organizations and public agencies serving Antioch residents share commonalities within their mission statements, and relationships between public and private nonprofit organizations are growing with the support of a community foundation, Antioch provider alliance and established service delivery partnerships that include community members and both public and private agencies. There is not yet a prevention services infrastructure in place to support routine and efficient collective performance feedback and evaluation. Service providers currently gather similar consumer demographic information and are interested in more robust and accessible data and outcome reviews inclusive of the community. The implementation of the CPP program will support collaboratively identified outcome measures, data sharing agreements, and the creation of a data management expert advisory group. These data management experts can help inform decisions regarding outcome measures, quality control and service model fidelity, ongoing training needs, efficient and ethical data sharing, and information technology capacity building.

The CPP Planning Team developed countywide asset maps categorized by level of prevention and the Protective Factors, which may be referenced in the Appendices section. The services and agencies that are located in East County have been highlighted in order to demonstrate that this area of the county does not have an adequate number of resources. Engaging in asset mapping helped the CPP Planning Team to inform and describe the content of our plan, identify the candidacy population we will prioritize, and identify much-needed services and supports.

**Appendix B – Primary Prevention**  
**Appendix C – Secondary Prevention**  
**Appendix D – Tertiary Prevention**

Although there is some overlap when it comes to agencies and programs that have the ability to serve justice-involved youth, a separate, existing needs assessment completed by the Contra Costa Probation Department as part of the 2021 Report on Juvenile Justice Programs and Services in Contra Costa County has been included on page 38. Some of the services are provided through funding from the Juvenile Justice Coordinating Council (JJCPA) and the Youthful Offender Block Grant (YOBG).

## Contra Costa County Justice-Involved Youth Service Providers by Region & Funding Source

	West Sub-Region	Central Sub-Region	East Sub-Region
JJCPA & YOBG Programs  General Community Resources	1) Bay Area Community Resources (BACR) - El Cerrito 2) Bay Area Legal Aid (BALA) 5) Family Justice Center - Richmond 8) La Familia - Richmond 13) RYSE Center	3) CCC Office of Education (CCCOE) 4) Community Options for Families and Youth (COFY)/Embrace** 5) Family Justice Center - Concord 7) Health, Housing & Homelessness (H3) 8) La Familia - Concord 9) Love Never Fails 10) Probation Department 11) Public Defender's Juvenile Unit 14) Seneca Family of Agencies (Seneca)** 15) STAND!	3) Family Justice Center - Antioch 6) Fresh Lifelines for Youth (FLY)
	12) A Step Forward - El Cerrito 18) Brighter Beginnings - Richmond 21) Calli House Youth Center - Richmond 21) Catholic Charities of the East Bay - Richmond 24) Bright Futures Growth and Development Center 25) Building Blocks for Kids 30) Community Health for Asian Americans 32) Community Works* 36) Contra Costa College 41) East Bay Center for Performing Arts 42) Familias Unidas 44) Fred Finch Youth Center 49) Getting' Outta Dodge Ministry 50) Girls Inc. of West Contra Costa 55) Latina Center 60) Missey* 61) Rubicon Programs - Richmond 63) New Life Movement 66) Pomona Apartments Transitional 67) West Contra Costa Youth Service Bureau - 20th St Richmond 67) West Contra Costa Youth Service Bureau - Broadway Richmond 70) YWCA - Richmond 72) Reentry Success Center 73) Richmond Police Activities League 74) Richmond Promise 75) Richmond Works 76) Safe Return Project 77) Spark Point 79) The Latina Center 80) Urban Tilth 81) Youth Enrichment Strategies (YES)	12) A Step Forward - Concord 17) Back on Track 21) Calli House Youth Center - Martinez 22) Catholic Charities of the East Bay - Concord 23) Boys & Girls Clubs of Contra Costa 26) C.O.P.E. Family Support Center 28) Center for Human Development 29) Child Abuse Prevention Council for Contra Costa County (CAPC) 33) Diablo Valley College - San Ramon 33) Diablo Valley College - Pleasant Hill 35) Congress of Neutrals 37) Contra Costa Independent Living Skills Program 38) Contra Costa Youth Continuum Services 39) CSU East Bay Concord 43) Foster a Dream 46) Future Unchained 52) Interfaith Council 53) Interfaith Council of Contra Costa County 57) Lutheran Social Service 59) Martinez Adult Education 60) Missey* 62) Mt Diablo USD 68) Workforce Development Board - Pleasant Hill 68) Workforce Development Board - Concord 69) Rainbow Community Center 70) YWCA - Arnold Dr Martinez 70) YWCA - Glacier Dr Martinez 78) Strengthening Families	12) A Step Forward - Antioch 18) Brighter Beginnings - Lone Tree Way Antioch 18) Brighter Beginnings - West 5th St Antioch 19) Bay Area Rescue Mission 20) Beat the Streets 31) Community Violence Solutions 32) Community Works* 40) D-1 & Only Martial Arts Academy, Inc. 45) Lift Up Contra Costa (LUCC) - Pittsburg 45) Lift Up Contra Costa (LUCC) - Antioch 47) Lincoln Child Center (Lincoln Family) - Pittsburg 48) Los Medanos College - Brentwood 48) Los Medanos College - Pittsburg 51) Golden Hills Community Church 60) Missey* 61) Rubicon Programs - Antioch 64) One Day at a Time 65) Opportunity Junction 70) YWCA - Pittsburg 70) YWCA - Antioch 70) YWCA - Bay Point 70) YWCA - Oakley 71) Reach Project Inc

\* Physical location outside of Contra Costa County but offers services in the County.

## SERVICE ARRAY EXPANSION TO MEET THE NEEDS OF TARGETED POPULATION

*How will your current service array adjust to meet the needs of your FFPSA candidacy target population and your non-FFPSA target population (in primary, secondary, and tertiary prevention service tiers)?*

The biggest change will be the establishment of a community pathway. Developing a community pathway in the city of Antioch, where there is significant demonstrated racial disparity, is fundamental to an equity-centered approach to prevention. A community pathway provides families access to community-based services before a call needs to be made to child protective services and/or when direct involvement with CFS or Probation is not warranted. A community pathway can serve to reduce racial disparities by keeping vulnerable children and families who most need supportive services out of "the system" while providing needed services and monitoring safety and risk. Contra Costa County will be relying more on the help and support of

community partners to implement culturally responsive, trauma-informed community programs and services that can better serve poor and Black/African American families.

The service array will be expanded in Antioch as follows:

**PRIMARY** - There will be a program that will provide a safety net of supportive services that include concrete supports, navigation assistance, and advocacy services in times of family stress and crisis to prevent harm before it occurs. Poverty increases Black/African American families' exposure to the child welfare system. Black/African American households experience homelessness at a disproportionate rate relative to the general population. Families living in poverty have more difficulties accessing housing, behavioral health, health, transportation, employment, child care, and other supportive resources required to keep families stable and children and youth safely at home. In its primary prevention services, Contra Costa will offer referrals and linkage to, and advocacy with, California's various safety net programs that are intended to alleviate and disrupt poverty, including CalWORKs, CalFresh, and Contra Costa's housing and homelessness programs.

**SECONDARY** - There will be a program for families who have one or more risk factors, e.g., parents with mental health concerns, parental substance abuse, exposure to domestic violence/intimate partner violence, parental or child disabilities, young parental age, poverty, etc., to receive in-home (or natural, place-based) family preservation-type services to stabilize families when they are at a crisis point. This would include case management, parenting support and education, skills-building, and side-by-side coaching.

**TERTIARY** - There will be a program that will provide services for families who have experienced child maltreatment, in order to mitigate trauma, reduce negative consequences, and prevent recurrence, including foster care entry or detention by Probation. Services will focus on two populations: (1) Families with children or youth not requiring either formal CFS and/or Probation intervention because the reasons contributing to allegations of maltreatment or delinquency can be resolved by other protective supports; and (2) Families receiving CFS Family Reunification Services who are transitioning to Family Maintenance Services and would benefit from additional support.

## **EVIDENCE-BASED PRACTICE SELECTION**

*Outline the services that the Title IV-E agency will provide that address a continuum of primary, secondary, and tertiary prevention, intervention strategies and services for the selected populations.*

Contra Costa County drew on diverse evidence and a stakeholder engagement process to drive data-driven and locally-informed decisions around the most appropriate evidence-based services to support the county's prevention-eligible children and families, and to also address the desired strategies and services at each prevention level. The specific services and interventions that have been designed to support safety, permanency, and well-being, and to promote stable and nurturing environments for children and families, are available for review in our logic models, and are also reflected in our Theory of Change.

The CPP Planning Team selected Motivational Interviewing and the Protective Factors Framework for its fundamental strategies. All planning members, including the Mental Health Program Chief and two Mental Health Program Managers from County Behavioral Health, were consulted and in support of this approach.

In its five-year FFPSA Prevention Plan, California stated its intention to use Motivational Interviewing (MI) as a cross-cutting intervention beyond solely substance use disorder treatment. MI is presently considered well-supported in the Title IV-E Clearinghouse for parent and caregiver substance use, which allows states to receive reimbursement for MI as part of their service array under FFPSA. Additionally, the CDSS requested a waiver for the evaluation of MI both as a substance use disorder treatment intervention as well as a cross-cutting intervention.

As California has stated in its plan, MI is showing considerable success in services including in-home parenting skill-building, mental health treatment, and family engagement and interaction. MI is also considered an effective service delivery strategy with both adult and youth populations. As a result, California has proposed the use of MI in a variety of settings, including community agencies and clinical settings, and that counties may use MI to improve engagement with families during each encounter. When delivered as a stand-alone EBP, MI is delivered by clinicians, social workers, and/or case managers. As examples, clinicians may implement MI as a substance use treatment service; social workers and case managers of FRCs and CBOs may deliver MI as a family engagement and case management strategy; and Title IV-E case workers may use MI to improve engagement with families during each encounter.

The primary reasons Contra Costa County plans to use MI as a fundamental Evidence-Based Practice and foundation for all levels of its prevention program is MI's focus on enhancing internal motivation to achieve behavioral change, reinforcing that motivation, and working to develop a plan to achieve change. Contra Costa intends to use MI to engage successfully with families. The parents, caregivers, and families that Contra Costa plans to serve are experiencing significant stressors that can include isolation, hopelessness, fear of asking for and accepting help, and reluctance to come to the attention of any authority for fear of negative outcomes. The CPP Planning Team has as its goal to have prevention services providers who are respectful and diligent about meaningful family engagement resulting in measurable positive outcomes. MI was also selected because there are no educational or training prerequisites needed to be trained as an MI practitioner; this will allow Contra Costa County to do extensive outreach to ensure any individuals at child- and family-serving agencies interested in building MI knowledge and skills have the opportunity to be trained.

The goal of the CPP Planning Team is to promote successful outcomes for families who receive prevention services by engaging clients in making positive life changes using MI's clear principles of engagement: authentic partnership between the provider and the client; a nonjudgmental and respectful approach to signal the provider's acceptance of the client; compassion for and prioritizing the client, and their well-being; and calling forth the client's own desire to work toward change. Because Contra Costa seeks to provide effective services that will improve families' well-being, prevent entry into the child welfare or probation system, and support families to stay out of the system, MI is critical to building working relationships and meaningful connections that are led by clients in a way that highlights their own strengths and expertise. Ideally, families will feel empowered to express ideas about how they can work toward change, gaining ownership over the change process and therefore increasing the likelihood they will be successful.



MI will be leveraged through case management as a mechanism to improve engagement in services; set goals to address parenting, mental health, and substance abuse needs; selection of client service strategies for the child-specific prevention plan; and to promote and sustain client participation in and completion of services, ultimately increasing the reach and impact of preventive services.

As a means of investing in making a countywide impact, especially for vulnerable residents, Contra Costa County will have a phased-in plan to provide MI training for our prevention program Community-Based Organization, and also East County child welfare and probation staff, including direct services staff, supervisors, and managers. Additionally, other community partners will be invited to participate in MI training, especially those in Antioch and serving Antioch residents. This will be the first step in ensuring that MI will be carried out by prevention services providers and case managers with fidelity as an integral component of the practice model and case management for all families served. We intend to have ongoing focus groups with staff who are receiving MI training to measure training effectiveness, report on successes and challenges with utilizing MI with clients, and to collect feedback prior to implementing a countywide rollout.

In order to ensure model fidelity, and to ensure the appropriate documentation of delivered MI services, Contra Costa plans to use the Motivational Interviewing Treatment Integrity (MITI) coding tool, or a similar well-established tool, to yield feedback that can be used to increase clinical skill in MI practice and measure how well a practitioner is using MI.

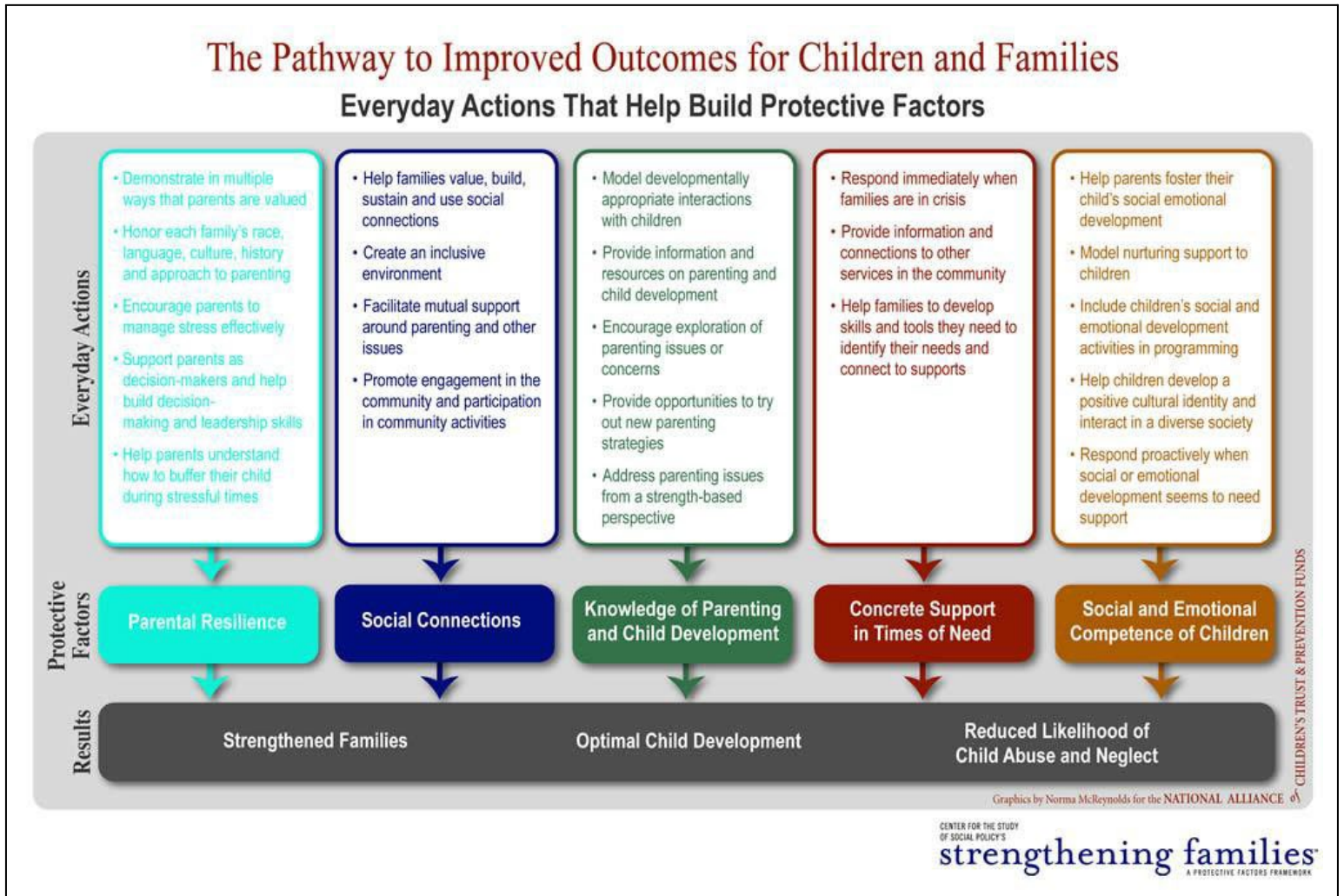
Contra Costa County will work with our local training provider, Bay Area Academy (BAA), to identify a Motivational Interviewing Network of Trainers (MINT) trainer or an equivalent to train staff, our future prevention program contracted service provider, and other individuals with a vested interest in children and families in the community, and to also provide ongoing support. MI training for CFS and Probation management and supervisors will be specifically tailored so that staff in leadership roles will be able to adequately coach and support their social workers and probation officers.

Contra Costa will develop and utilize a workforce training plan that will include how the county will ensure contracted EBP providers meet minimum requirements of training and practitioner qualifications. In order to make MI implementation as smooth as possible, and to determine how best to initially implement and then fully implement delivered services, Contra Costa will be forming an MI Implementation Team. The MI Implementation Team will include the CPP leads, the CFS Staff Development Unit, a representative from the Continuous Quality Improvement (CQI) Unit, and any other CPP Planning Team members who are interested in participating as we develop a training approach and ways to measure its effectiveness.

Members of the CPP Planning Team, the future contracted service provider, CFS and Probation staff, and other community partners will also make themselves available for FFPSA trainings and webinars made available as part of the state's three-tiered training rollout that was reported in California's five-year prevention plan.

Contra Costa also intends to utilize the Protective Factors Framework (PFF) in conjunction with MI services. Although PFF is not one of the well-supported EBPs in Title IV-E Clearinghouse, it is a resource-informed, strengths-based practice that provides a foundation for approaching the provision of prevention services. Building protective factors to promote stronger family functioning will dovetail nicely with our MI efforts.

Below is a flowchart that shows how PFF, as described by the Strengthening Families Program, can result in positive outcomes for children, families, and communities.



Each prevention level of Contra Costa's CPP will utilize goal-oriented prevention and intervention strategies to serve and support the ability of parents and families to provide safe, stable, and nurturing environments for their children. The specific strategies and services are outlined below, and are expanded on in our logic models:

**PRIMARY** - There will be a program that will provide a safety net of supportive services that include concrete supports, navigation assistance, and advocacy services in times of family stress and crisis to prevent harm before it occurs.

**SECONDARY** - There will be a program for families who have one or more risk factors, e.g., parents with mental health concerns, parental substance abuse, exposure to domestic violence/intimate partner violence, parental or child disabilities, young parental age, poverty, etc., to receive in-home (or natural, place-based) family preservation-type services to stabilize

families when they are at a crisis point. This would include case management, parenting support and education, skills-building, and side-by-side coaching.

**TERTIARY** - There will be a program that will provide services for families who have experienced child maltreatment, in order to mitigate trauma, reduce negative consequences, and prevent recurrence, including foster care entry or detention by Probation. Services will focus on two populations: (1) Families with children or youth not requiring either formal CFS and/or Probation intervention because the reasons contributing to allegations of maltreatment or delinquency can be resolved by other protective supports; and (2) Families receiving CFS Family Reunification Services who are transitioning to Family Maintenance Services and would benefit from additional support.

## **CONTRA COSTA THEORY OF CHANGE**

IF Contra Costa County increases prevention services at the primary, secondary, and tertiary levels of prevention by establishing an effective cross-sector network and leveraging resources, THEN children and families will have access to resources and evidence-based interventions in their communities to strengthen their families and prevent unnecessary child welfare or probation involvement,

SO THAT the need for foster care will be decreased; and

SO THAT the well-being of children and youth already in foster care will be increased; and

SO THAT children and youth will be able to return home safely to stable and stronger families.

This vision is supported by the California Integrated Core Practice Model (ICPM) for children, youth, and families. Contra Costa County's reliance on the ICPM is articulated in its AB 2083 System of Care MOU.

The ICPM articulates the shared values, core components, and standards of practice reflecting current research that demonstrates how collaborative and integrated family services can best work together meeting the complex needs of children, youth, and families. The ICPM is based on 5 key components and 10 guiding principles.

The 5 key components within the ICPM model include:

- Engagement
- Assessment
- Service planning/implementation
- Monitoring/adapting
- Transitions

The 10 guiding principles include:

- Team based
- Family voice and choice
- Natural supports

- Collaboration and integration
- Community-based
- Culturally respectful
- Individualized
- Strengths-based
- Persistence
- Outcomes-based

To this foundation, Contra Costa County adds the state’s pillars for a comprehensive prevention plan that will support families in providing safe, stable, nurturing relationships and environments for their children and youth:

- Family Voice Centeredness - In individual case planning and system-wide policy development, practice, and implementation, as well as adapting evidence-based prevention and early intervention services to be culturally appropriate and to focus on the well-being of all family members.
- Racial Equity - Specifically seeking to reduce disproportionality in foster care, supporting the development of community-based, culturally appropriate services and programs, and incorporating outcomes measures to help ensure equitable implementation and provision of services and to inform the continuous quality improvement and evaluation frameworks established by the CDSS.
- Tribal Consultation and Collaboration - In the development of programs, systems, and policies that impact Tribes and American Indian/Alaskan Native families, ensuring consistent partnership with Tribes in all aspects of individual assessment and case planning for Tribal children and families.
- Strength-Focused and Trauma-Informed - Services, practices, and policies to support children and families.
- Community Capacity Building - Empowering community leadership to assist families and to support community efforts in developing needed services and definitions of success.
- Workforce Excellence - With a staff composition that reflects ethnic, linguistic, and cultural aspects of the community, incorporates individuals with lived experience, and is grounded in trauma-informed practice.
- Integration and Collaboration - Across systems to maximize and leverage funding, share information and collected data, and provide families with services and supports to meet their specific needs.
- Monitoring, Integrity, and Continuous Quality Improvement (CQI) - To ensure high-quality, ever-improving, and equitable services.

## CONTRA COSTA LOGIC MODELS

The CPP Planning Team has split our logic model diagrams by level of prevention. The specific services we intend to offer have been documented in the logic models. Please refer to the following documents:

**Appendix E** – Contra Costa County Primary Prevention: Concrete Support, Referrals, and Outreach

**Appendix F** – Contra Costa County Secondary Prevention: Family Stabilization and

Preservation

**Appendix G** – Contra Costa County Tertiary Prevention: Keeping Families Together

## **ADDITIONAL ASSURANCES**

Please refer to **Appendix H** for Contra Costa County’s completed Assurances Template, otherwise known as Attachment B, from the CDSS All County Letter (ACL) 23-23.

## **SPENDING AND SUSTAINABILITY**

Contra Costa has elected to utilize the CDSS-created Local Spending Plan Template, which details how the various FFPS funding sources will be used for prevention activities and services, and the extent to which additional funds are being leveraged for comprehensive prevention planning and sustainability. This has been submitted along with our prevention plan. Please refer to **Appendix I**.

**APPENDIX A. CONTRA COSTA SOCIAL DETERMINANTS OF HEALTH CHART (SDOH)**

SDOH	ECONOMIC STABILITY	EDUCATION	HEALTH AND HEALTH CARE		NEIGHBORHOOD AND BUILT ENVIRONMENT	SOCIAL AND COMMUNITY CONTEXT
	HOUSING/FINANCIAL		HEALTH	MH, BH, & SUBSTANCE ABUSE SERVICES		
<b>PROTECTIVE FACTOR</b>	Concrete support in time of need	Social/emotional competence of children  Knowledge of parenting and child development	Parental resilience  Concrete support in time of need	Parental resilience  Social/emotional competence of children		
<b>IDENTIFIED NEEDS</b>	Cash support for emergencies  Emergency and short-term housing  Housing, esp. for disabled, intimate partner violence victims, transition aged-youth  Stable family living arrangements  Case management  Navigator services  Information referral, linkage, and advocacy  Subsidized child care, esp. 0-2 & 5-12 y.o. & special needs  Legal assistance  Eviction prevention  Transportation  Youth employment	Parenting skills education  Parenting support  Prosocial skills training  Preschool programs to prepare children for kindergarten  English language classes  Tutoring  Appropriate supervision of children  Money and credit management  Job training	Preventive health care  Timely healthcare when needed  Health screenings  Developmental screenings	Timely mental health/behavioral health services  Timely substance abuse services for all ages  Provide mental health and Alcohol & Other Drugs services in culturally relevant, trauma-informed way  Crisis support  Domestic/IPV services	Make services available throughout each region, not just in certain neighborhoods  Increase resource availability in East County	Equity and advocacy  Youth programs, especially after school  Decrease overrepresentation of Black/African American youths in justice system  Understanding and eliminating suspension and expulsion disparities of Black/African American youth in school settings  Increase awareness of commercial sexual exploitation  Safety from community violence  East and West County regions most affected

## APPENDIX B. CONTRA COSTA PRIMARY PREVENTION ASSET MAP

Social Connections	Knowledge of Parenting and Child Development	Concrete Support in Times of Need	Parental Resilience	Social and Emotional Competence of Children	Systems Change
<p><b>First 5 Family Resource Centers</b></p> <p><b>Parenthood Resource Directory</b></p> <p><b>Library services</b></p> <p><b>Sports teams</b></p> <p><b>Play groups</b></p> <p><b>Breastfeeding support groups</b></p> <p><b>Social Media</b></p> <p><b>Schools</b></p> <p>Medical Center Cafes (John Muir Health)</p> <p><b>Parenting Cafes</b></p> <p>2nd Time Around</p> <p>Grandparents Support Group</p> <p>Down Syndrome Connection of the Bay Area</p> <p>Mother's Club</p> <p>Native American Health Center</p> <p>Big Brothers/Big Sisters Of The East Bay</p>	<p>Nurse Family Partnership</p> <p><b>Parenthood Resource Directory</b></p> <p>Black Infant Health</p> <p>Welcome Home Baby</p> <p><b>Help Me Grow Network</b></p> <p>Mt. Diablo Adult Education Parent Education Program</p> <p>Sandy Hook Promise: violence prevention in 15/18 school districts;</p> <p>Signs of Suicide Education for students and teachers</p> <p><b>First 5 Parent Education Workshops</b></p> <p>Welcome Home Baby</p> <p>Core Triple P</p> <p><b>Brighter Beginnings Family Partnership Program</b></p> <p><b>Kaiser classes, including Newborn Care and 1-2-3 Magic</b></p> <p>Mt. Diablo Peace Center</p> <p>Ask Suicide Screening Questions (ASK) Toolkit</p>	<p>Bay Area Crisis Nursery</p> <p><b>Parenthood Resource Directory</b></p> <p><b>First 5 Resource Specialists</b></p> <p><b>Women, Infants, and Children (WIC)</b></p> <p>Bay Area Rescue Mission</p> <p>La Clinica</p> <p>Contra Costa Crisis Center</p> <p>Student and Family Resource Centers (cities and schools at Richmond HS; James Morehouse Project at El Cerrito HS)</p> <p><b>CalFresh</b></p> <p><b>Scheduled well-checks for children and parents</b></p> <p><b>Community Violence Solutions</b></p> <p><b>AMF Food Closet</b></p> <p><b>Loaves &amp; Fishes of Contra Costa</b></p> <p>Shelter Inc. Prevention Program</p>	<p>First 5 FRC Fatherhood Engagement Series</p> <p><b>Parenthood Resource Directory</b></p> <p>Bay Area Crisis Nursery</p> <p><b>STAND! For Families Free of Violence</b></p> <p><b>Brighter Beginnings Family Support Program (for pregnant and parenting teens and young adults)</b></p> <p>Healthy Start</p> <p>COPE Supporting Fatherhood Involvement, Group Triple P, Everyday Moments,</p> <p>TALK Line Family Support Center</p> <p>Bay Point Works</p> <p>Contra Costa Health Services Breastfeeding Warmline</p> <p>Familias Unidas</p> <p>Native American Health Center</p> <p>Contra Costa County Access Unit</p>	<p><b>Help Me Grow Network</b></p> <p><b>Parenthood Resource Directory</b></p> <p>First 5 playgroups for children with mild-moderate delays</p> <p>RYSE Youth Center</p> <p>Village Community Resource Center</p> <p>Rainbow Center</p> <p><b>Bridge Builders (in 5 Antioch Unified School District schools)</b></p> <p>Our Collective Impact</p> <p>Young Latinas, Future Leaders (Latina Center)</p> <p>Boys and Girls Club</p> <p><b>Springboard Project</b></p> <p><b>Build Antioch Internship Program</b></p> <p>CARE Parent Network</p> <p>CAPC – ChildHelp Speak Up Be Safe</p> <p><b>Office of Education Coordinator of Social Emotional Learning</b></p> <p>Yes Nature to Neighborhoods</p> <p>George Miller Center</p>	<p>Racial Justice Oversight Body</p> <p><b>East Contra Costa Comminute Alliance</b></p> <p>Children's Leadership Council</p> <p>The Alliance to End Abuse</p> <p>Trauma Transformed</p> <p>Georgetown Capstone</p> <p>Diversion Project</p> <p>African American Health Conductors (AAHC)</p> <p>Contra Costa Human Trafficking Coalition</p> <p><b>Promotoras (Spanish language health promoters – Center for Human Development)</b></p> <p>Breastfeeding at work laws</p> <p>Fetal Infant Mortality Review Program</p> <p>Paid parental leave advocacy</p> <p>Changing tables in men's restrooms</p> <p>Blueprint</p>

Highlight denotes service provider/organization/activity located in East County

## APPENDIX B. CONTRA COSTA PRIMARY PREVENTION ASSET MAP

	<p>Attendance Awareness Campaign</p> <p>Down Syndrome Connection of the Bay Area</p> <p>We Care Services for Children</p> <p>Child Health &amp; Disability Prevention Program (CHDP)</p> <p>Family, Maternal and Child Health (FMCH) Line</p>	<p>Sweet Beginnings Diaper Bank</p> <p>Contra Costa Housing Authority</p> <p>Ambrose Community Center - food assistance program</p> <p>FBC Community Outreach - food assistance program</p> <p>Contra Costa County East County Adult and Senior Services</p>	<p>Opportunity Junction</p> <p>CocoKids</p> <p>Prenatal and Pediatric ACEs Screenings</p> <p>IPV Screening</p> <p>First 5 community engagement and regional groups</p> <p>Building Blocks for Parents, parent engagement in neighborhood initiatives</p> <p>Amador Institute, Inc.</p>	<p>One Day at a Time mentorship/empowerment</p> <p>El Puente</p> <p>Empowerment Program</p> <p>“Rooming alone” medical settings 12+</p> <p>People Who Care Children Association</p> <p>Youth Services Bureau (wraparound, teen parenting resources)</p> <p>Teen screening during well-check</p> <p>Comprehensive Sex Education</p> <p>Health Academy in some schools</p> <p>Monument Violence Prevention in schools</p> <p>Nutrition Services at John Muir Health. John Muir is starting to offer nutrition education in some local schools</p> <p>Building Blocks for Kids, Richmond Collaborative</p> <p>Health education for middle and high schoolers (LGBTQIA+ support, anger management, Empowering Girls)</p> <p>Ask Suicide-Screening Questions (ASQ) Toolkit</p> <p>Bright Futures Growth and Development Center</p> <p>Richmond Police Activities League after-school program</p> <p>Wellness in Schools Program</p>	<p>100 Black Men of the Bay Area, Inc.</p> <p>African American Health Conductors Program</p> <p>The Latina Center</p> <p>Project Second Chance Adult Literacy Program</p> <p>Antioch Community Foundation</p>
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Highlight denotes service provider/organization/activity located in East County



## APPENDIX C. CONTRA COSTA SECONDARY PREVENTION ASSET MAP

Social Connections	Knowledge of Parenting and Child Development	Concrete Support in Times of Need	Parental Resilience	Social and Emotional Competence of Children	Systems Change
<p>Kinship Centers (Pacific Clinics, Youth Service Bureau, <b>Wayfinder</b>)</p> <p>Rainbow Community Center</p> <p>RYSE Center</p> <p>Down Syndrome Connection of the Bay Area</p>	<p><b>Early Head Start + Head Start Program (0-5)</b></p> <p>Parenting education for incarcerated mothers and fathers</p> <p>CAPC – Nurturing Parenting Program</p> <p>Prenatal Care Guidance (PCG)</p> <p>Contra Costa Network of Care</p> <p><b>Parenting education at substance abuse centers</b></p> <p>Down Syndrome Connection of the Bay Area</p> <p>Child Health &amp; Disability Prevention Program (CHDP)</p> <p>Family, Maternal and Child Health (FMCH) Line</p> <p><b>Lynn Center</b></p>	<p><b>Family Justice Centers (East, West, Central)</b></p> <p>Bay Area Crisis Nursery</p> <p>Kinship Centers (Pacific Clinics, Youth Service Bureau, <b>Wayfinder</b>)</p> <p>Home Health for high risk mothers</p> <p>School-based health centers</p> <p>Scotts Valley Tribal TANF Program (SVTT)</p> <p>Youth Continuum Homeless Hotline</p> <p>Healthy &amp; Active before 5</p> <p>Fred Finch Youth &amp; Family Services</p> <p>John Muir Health Mobile Health Clinic (Concord, Pittsburg, Brentwood)</p> <p>Monument Crisis Center (food pantry, senior services, immigration clinic, etc.)</p> <p>Rainbow Community Center</p> <p>Neighborhood Housing Services of the East Bay</p>	<p>Project What</p> <p>Bay Area Crisis Nursery</p> <p>Early Childhood Mental Health has fatherhood groups in Richmond</p> <p>Healthy Start</p> <p>CAPC partnering with Re-Entry Services in Richmond to offer parenting education to men and women</p> <p><b>East County Women's Services / Wollam House</b></p> <p>Frederic Ozanam Center</p> <p>Hand-to-Hand Collaborative</p> <p>The Rectory Women's Recovery Center</p> <p>Harmonic Solutions LLC</p> <p>Family Support Services</p> <p>Ujima Central Outpatient Program</p> <p>Ujima West Outpatient Program</p> <p><b>Ujima East Outpatient Program</b></p> <p><b>Amador Institute, Inc.</b></p>	<p><b>Antioch Mayor's Apprenticeship (pilot program)</b></p> <p><b>Fresh Lifelines for Youth (FLY)</b></p> <p>Early Childhood Mental Health Program</p> <p>Project What</p> <p><b>REACH Project</b></p> <p><b>Wellness in Schools Program</b></p> <p><b>People Who Care Children Association</b></p> <p><b>East County Children's MH Clinic - Antioch, Outpatient alcohol and drug treatment for Medi-Cal eligible youth</b></p> <p>West County Child and Adolescent Services</p> <p>ARM (Art, Recreation, Movement) of Care</p> <p>Crossroads High School - on-campus childcare, leadership program, parenting classes</p> <p>Center for Recovery and Empowerment (C.O.R.E.)</p>	<p><b>Rubicon Programs</b></p> <p><b>Youth Early Intervention Partnership (YEIP)</b></p>

Highlight denotes service provider/organization/activity located in East County

## APPENDIX C. CONTRA COSTA SECONDARY PREVENTION ASSET MAP

		<p>Humanity Way Inc. (housing, workforce development, basic community needs)</p> <p>Calli House</p> <p>Safe Refuge for Children and Families</p> <p>Pillars of Hope</p> <p>Loaves &amp; Fishes of Contra Costa</p> <p>AMF Food Closet</p> <p>Love-A-Child Missions Homeless Recovery Shelter</p> <p>SHELTER Inc. of Contra Costa County</p> <p>Greater Richmond Interfaith Program (GRIP)</p> <p>Contra Costa Youth Continuum of Services</p> <p>Anka Behavioral Health, Inc.</p> <p>Contra Costa Interfaith Housing</p> <p>Appian House</p> <p>Bay Area Rescue Mission - Family Center</p> <p>Bay Area Rescue Mission - Men's Shelter</p>			
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Highlight denotes service provider/organization/activity located in East County

## APPENDIX D. CONTRA COSTA TERTIARY PREVENTION ASSET MAP

Social Connections	Knowledge of Parenting and Child Development	Concrete Support in Times of Need	Parental Resilience	Social and Emotional Competence of Children	Systems Change
<p>Sandy Hook Promise- Say Something anon. reporting line</p> <p>Youth/Parent Partners</p> <p>Down Syndrome Connection of the Bay Area</p> <p>Contra Costa Children &amp; Family Services Independent Living Skills Program (ILSP)</p> <p>Kinship Centers (Pacific Clinics, Youth Service Bureau, <b>Wayfinder</b>)</p>	<p><b>Parenting education classes</b></p> <p><b>Foster Kinship Care Education (FKCE)</b></p> <p>Down Syndrome Connection of the Bay Area</p> <p>Child Health &amp; Disability Prevention Program (CHDP)</p> <p>Family, Maternal and Child Health (FMCH) Line</p>	<p><b>SARB process</b></p> <p>Seneca's Mobile Crisis Response Team</p> <p>Regional Center crisis response project and crisis behavioral therapist</p> <p>Victims of Crime compensation</p> <p><b>The Youth Continuum of Services</b></p> <p>Contra Costa Children &amp; Family Services Independent Living Skills Program (ILSP)</p> <p>Kinship Centers (Pacific Clinics, Youth Service Bureau, <b>Wayfinder</b>)</p>	<p><b>Parent Partners</b></p> <p>Differential Response providers: Catholic Charities of the East Bay, Pacific Clinics, Youth Service Bureau</p> <p>Family Preservation provider: Pacific Clinics</p> <p>Seneca Family of Agencies (Wrap support)</p> <p>The Rectory Women's Recovery Center</p> <p>Harmonic Solutions LLC</p> <p><b>East County Women's Services / Wollam House</b></p> <p>Frederic Ozanam Center</p> <p>Ujima Central Outpatient Program</p> <p>Ujima West Outpatient Program</p> <p><b>Ujima East Outpatient Program</b></p> <p><b>Amador Institute, Inc.</b></p>	<p><b>Specialized schools under Office of Ed</b></p> <p>Youth partners mentoring foster youth who are preparing to exit foster care</p> <p><b>Wellness in Schools Program</b></p> <p><b>East County Children's MH Clinic - Antioch, Outpatient alcohol and drug treatment for Medi-Cal eligible youth</b></p> <p>Contra Costa Children &amp; Family Services</p> <p>Independent Living Skills Program (ILSP)</p> <p>ARM (Art, Recreation, Movement) of Care</p> <p>First Place for Youth</p>	<p>Child Death Review Team</p> <p>SCAN Team</p>

Highlight denotes service provider/organization/activity located in East County

## APPENDIX E. Contra Costa County Primary Prevention

### Contra Costa County Primary Prevention: Concrete Support, Referrals, and Outreach

**Program Vision:** All children and families in Contra Costa County, especially in the East County region, are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of their diversity.

**Prioritization of clients:** Focus on families who are overrepresented in Child Welfare and Probation, and those who are otherwise most needy, e.g., Black/African American families, AI/AN families, Latino families, immigrant families, LGBTQ+ families, and unhoused families. Also, families struggling to find resources, families with multiple children, and families of children with special needs.

**Services/Interventions:** All services and interventions will be provided using Motivational Interviewing and the Protective Factors Framework to promote successful outcomes for families and reduce the likelihood of child abuse and neglect.

- Outreach: a multilingual, multicultural public awareness campaign to increase Antioch residents' knowledge of available social and family support resources in their community. Formal outreach and promotion may include:

- Broadcast and social media
- City of Antioch, faith-based, recreational, schools, and other organizations' bulletins or communication tools and websites
- Text blasts and an email distribution list, e.g. sharing of resources, different community activities, etc.
- Community events, e.g., resource fairs, health fairs, festivals, etc.
- Other public and private providers who interact with parents, e.g., childcare, law enforcement, pediatricians, school staff, etc.

- Provide referrals to community and public agency resources with:

- Warm hand-off and linkage to agencies and resources in the community
- Accompaniment
- Advocacy
- Navigation assistance to agencies and resources in the community

- Referrals and assistance with navigating supportive services such as:

- Specialized daycare (RC)
- Respite care, including behavioral respite care
- Mental health support/behavioral health support and counseling

**Population needs to be addressed by services:** The safety net of supportive services, especially in the East County region, must be strengthened, which will include concrete support, navigation assistance, and advocacy services in times of family stress and crisis to prevent harm before it occurs.

**Population Served:** Initially, families in Antioch.

**Outputs:**

- Families will have increased knowledge of resources and services that fit their needs
- Services will be accessible to families in terms of location, sense of safety, welcoming environment, cultural appropriateness, and language availability
- # of service providers trained in Motivational Interviewing
- # trained in Protective Factors Framework
- # of media announcements and outreach efforts to promote prevention program
- # of families who receive direct primary prevention services
- # of families who received referrals to other agencies or organizations
- # of families who received advocacy/navigation services
- Reduced maltreatment as measured by number of substantiated referrals
- Reduced maltreatment as measured by number of entries into foster care

**Inputs:**

- Identified funding for all costs, e.g., service delivery, administrative, staffing, data tracking, supports, etc.
- Identified CBO who can serve families via identified services and interventions
- Hired staff with special consideration to the following desired staffing requirements:
  - Reside in or near Antioch/familiar with Antioch community
  - Lived experience
  - Social Services experience
  - Bicultural and bilingual
  - Reliable transportation
  - Flexible hours/ability to be available 24/7, including weekends
- Training topics for CBO provider:

## APPENDIX E. Contra Costa County Primary Prevention

### Services/Interventions, continued:

- Public assistance, e.g., CalFresh
- Healthcare access, including information on pediatric medical homes
- Housing
- Adult education
- Credit repair/financial counseling and support
- Concrete resources and funds to help keep families together and stable, including:
  - Affordable housing (vouchers, short-term emergency housing, etc.)
  - Employment services
  - Transportation accessibility, especially for children to attend school and for families to receive health care
  - Food (gift cards/vouchers)
  - Child needs (cribs, strollers, child-proofing materials, etc.)
  - Emergency stipends

### Measurement Tools:

- Protective Factors Survey (PFS)
- Use of the Motivational Interviewing Treatment Integrity (MITI) coding tool, or a similar well-established tool, which will assess whether clients with whom Motivational Interviewing was used showed:
  - More likelihood to participate in services
  - Changes in high-risk lifestyle behaviors that may lead to child maltreatment
  - Increased confidence in parenting skills
  - Increased self-reliance and responsibility for change in family's well-being
- Survey for families to measure their evaluation of services
- Internal CWS data
- Internal Probation data
- Focus groups, which will include consumers, members of the community, and those with lived experience
- Antioch Unified School District – student attendance and SARB data

### Inputs/Training topics for CBO provider, continued:

- Motivational Interviewing (will include ongoing coaching/utilizing fidelity and efficacy monitoring tool)
- Protective Factors Framework
- Development stages across lifespan/child development
- Trauma-informed care
- Mandated Reporter/Mandated Supporter
- Overview of Contra Costa public agencies
- Cultural awareness/competency
- Community engagement methods
- Overview of other community resources, and where to refer families if CBO is not the appropriate venue
- Case management
- Crisis intervention
- LGBTQ+ population
- Advancing Equity/Racial Justice

### Outcomes:

- A more visible and accessible safety support network for families in Antioch
- Increased knowledge of available services and supports in the community
- Increased emotional and mental well-being of parents and caretakers
- Improved positive parenting practices
- Increased confidence in parenting skills
- Reduction of parental and familial stress

### Indicators:

- Short-term: # of established services/support activities that were offered to families
- Long-term: 5% decrease in overall number of Antioch families whose children enter foster care
- Long-term: 5% decrease in overall number of Antioch families whose children are referred to Juvenile Probation
- Long-term: 5% increase in Antioch school attendance rate
- Long-term: 5% decrease in CFS substantiated referrals
- Number of individuals who contact the prevention program for support will increase by 5% each year
- Long-term: An informed community who knows the difference between actual child neglect/abuse and a family who is struggling and needs additional support

## APPENDIX F. Contra Costa County Secondary Prevention

### Contra Costa County Secondary Prevention: Family Stabilization and Preservation

**Program Vision:** All children and families in Contra Costa County, especially in the East County region, are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of their diversity.

**Population needs to be addressed by services:** Families with one or more risk factors associated with compromised well-being or child maltreatment, such as children of parents with mental health concerns, parental substance abuse, exposure to domestic violence, parental or child disabilities, young parental age, and poverty.

**Services/Interventions:** All services and interventions will be provided using Motivational Interviewing and the Protective Factors Framework to promote successful outcomes for families and reduce the likelihood of child abuse and neglect.

In-home (or natural, place-based) family preservation-type services will be utilized to stabilize families when they are at a crisis point. This would include:

- Case management, including concrete supports, advocacy, and community referrals
- Parenting education, support, and coaching. May include referrals to neighborhood-based and/or parenting education or parenting support groups.
- Family preservation services with side-by-side coaching and support, which may include the following topics:
  - Child development
  - Early learning and literacy, school readiness
  - Managing social media and technology
  - Adolescence
  - Behavioral/positive discipline/managing challenging behaviors
  - Co-parenting, communication, and custody issues
  - Child abuse prevention
  - Special education and IEPs
  - Self-care, stress management
  - Substance abuse prevention and treatment (children and adults)
  - Understanding social media and its accompanying pressures, internet safety
  - Intimate Partner Violence/Domestic Violence (children and adults)
  - LGBTQ+ population
- Transportation assistance and support (either via provider or funding)
- Mentorship connections for both children and adults

**Population Served:** Initially, families in Antioch.

**Prioritization of clients:** Focus on families who are overrepresented in child welfare and probation, and those who are otherwise most needy, e.g., Black/African American families, AI/AN families, Latino families, immigrant families, LGBTQ+ families, and unhoused families. Also, families struggling to find resources, families with multiple children, and families of children with special needs.

**Outputs:**

- Services will be accessible to families in terms of location, sense of safety, welcoming environment, cultural appropriateness, and language availability
- # of service providers trained in Motivational Interviewing
- # trained in Protective Factors Framework
- # of families served
- # of parents who were referred to parenting education classes or parenting support groups
- # of families who received direct secondary prevention services
- # of families who received referrals to other agencies or organizations
- # of families who received advocacy/navigation services
- Reduced maltreatment as measured by number of substantiated referrals
- Reduced maltreatment as measured by number of entries into foster care

**Inputs:**

- Identified funding for all costs, e.g., service delivery, administrative, staffing, data tracking, supports, etc.
- Identified CBO who can serve families via identified services and interventions
- Hired staff with special consideration to the following desired staffing requirements:
  - Reside in or near Antioch/familiar with Antioch community
  - Lived experience
  - Social Services experience
  - Bicultural and bilingual
  - Reliable transportation
  - Flexible hours/ability to be available 24/7, including weekends

## APPENDIX F. Contra Costa County Secondary Prevention

<p><b><u>Services/Interventions, continued:</u></b></p> <ul style="list-style-type: none"> <li>● Identification of informal and natural supports</li> <li>● Safety planning</li> <li>● Skills building</li> <li>● 24/7 availability, including weekends</li> <li>● Services that are sensitive/supportive of elder caregivers</li> <li>● Close monitoring of potentially dangerous situations</li> <li>● Holistic services approach that teaches families how to access services and equips them with the tools to prevent future trauma</li> </ul>	<p><b><u>Inputs/Training topics for CBO provider, continued:</u></b></p> <ul style="list-style-type: none"> <li>● Trained staff and community partners, including ongoing coaching for delivery of intensive in-home preservation services. Training topics include:             <ul style="list-style-type: none"> <li>○ Motivational Interviewing (will include ongoing coaching/utilizing fidelity and efficacy monitoring tool)</li> <li>○ Protective Factors Framework</li> <li>○ Development stages across lifespan/child development</li> <li>○ Trauma-informed care</li> <li>○ Mandated Reporter/Mandated Supporter</li> <li>○ Overview of Contra Costa public agencies</li> <li>○ Cultural awareness/competency</li> <li>○ Community engagement methods</li> <li>○ Overview of other community resources, and where to refer families if CBO is not the appropriate venue</li> <li>○ Case management</li> <li>○ Crisis intervention</li> <li>○ LGBTQ+ population</li> <li>○ Advancing Equity/Racial Justice</li> </ul> </li> </ul>
<p><b><u>Outcomes:</u></b></p> <ul style="list-style-type: none"> <li>● A stronger safety support network for families in Antioch</li> <li>● Families who participated in the program will have lower rates of referral to CFS and Juvenile Probation after receiving services</li> <li>● Decrease in the number of children experiencing child abuse and neglect, and the adverse effects of removal from their home of origin</li> <li>● Increased well-being and resiliency of parents and caretakers</li> <li>● Reduction of parental and familial stress</li> <li>● Services are delivered in a timely manner with responsive resources</li> <li>● Families will have increased knowledge of child development</li> <li>● Increased knowledge of available services and supports in the community</li> </ul>	<p><b><u>Measurements:</u></b></p> <ul style="list-style-type: none"> <li>● Protective Factors Survey (PFS)</li> <li>● Use of the Motivational Interviewing Treatment Integrity (MITI) coding tool, or a similar well-established tool, which will assess whether clients with whom Motivational Interviewing was used showed:             <ul style="list-style-type: none"> <li>○ More likelihood to engage and participate in services</li> <li>○ Changes in high-risk lifestyle behaviors that may lead to child maltreatment</li> <li>○ Increased confidence in parenting skills</li> <li>○ Increased self-reliance and responsibility for change in family's well-being</li> </ul> </li> <li>● Surveys: Pre/post client satisfaction survey</li> <li>● North Carolina Family Assessment Scale</li> <li>● Internal CWS data</li> <li>● Internal Probation data</li> <li>● Focus groups, which will include consumers, members of the community, and those with lived experience</li> <li>● Local law enforcement data – calls for service for “family disturbance.”</li> <li>● Antioch Unified School District – student attendance and SARB data</li> </ul>
<p><b><u>Indicators:</u></b></p> <ul style="list-style-type: none"> <li>● Increased number of families served through prevention services</li> <li>● Long-term: 5% decrease in the number of families residing in Antioch whose children enter foster care</li> <li>● Long-term: 5% decrease in the number of Antioch families whose children are referred to Juvenile Probation</li> <li>● Long-term: 5% decrease in number of Antioch youths booked in Juvenile Hall</li> <li>● Long-term: 5% increase in Antioch school attendance rate</li> </ul>	

## APPENDIX G. Contra Costa County Tertiary Prevention

### Contra Costa County Tertiary Prevention: Keeping Families Together

**Program Vision:** All children and families in Contra Costa County, especially in the East County region, are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of their diversity.

**Population needs to be addressed by services:** Services for families in which child maltreatment has already occurred, with an emphasis on trauma mitigation, reduction of negative consequences, and prevention of recurrence, including entry into foster care or detention by Juvenile Probation.

**Population Served:** Initially, families in Antioch, with attention to two specific populations:

- WIC 241.1 youths not requiring formal CFS and/or Juvenile Probation intervention because the reasons contributing to allegations of maltreatment or delinquency can be resolved by other protective supports.
- Families receiving Family Reunification services from CFS, but transitioning to Family Maintenance services, who could benefit from additional support.

**Prioritization of clients:** Focus on families who are overrepresented in child welfare and probation, and those who are otherwise most needy, e.g., Black/African American families, AI/AN families, Latino families, immigrant families, LGBTQ+ families, and unhoused families. Also, families struggling to find resources, families with multiple children, and families of children with special needs.

**Services/Interventions:** All services and interventions will be provided using Motivational Interviewing and the Protective Factors Framework to promote successful outcomes for families and reduce the likelihood of future child abuse and neglect.

Services will include:

- Providing family preservation-type services to strengthen parenting skills and teach effective coping strategies
- In-home (or natural, place-based) case management and support at flexible times to meet the family's needs, with consideration to any transportation barriers
- Engagement of families and parents as full partners in service planning
- Alleviation of risks that may cause entry or re-entry into foster care
- Safety planning
- Parenting education/parent training and support, which may include the following topics:
  - Positive discipline
  - Trauma-informed parenting
  - Understanding of developmental stages
  - Understanding social media and its accompanying pressures, and internet safety
  - Co-parenting, communication, and custody issues
  - Sex-trafficking education
  - Substance Abuse prevention and treatment (children and adults)

**Outputs:**

- # of service providers and staff trained in Motivational Interviewing
- # trained in Protective Factors Framework
- # of families who received direct tertiary prevention services
- # of families who received referrals to other agencies or organizations
- # of families who received advocacy/navigation services
- # of children who remained out of foster care
- # of children who remained out of the Probation system

**Inputs:**

- Identified funding for all costs, e.g., service delivery, administrative, staffing, data tracking, supports, etc.
- Identified CBO who can serve families via identified services and interventions
- Hired staff with special consideration to the following desired staffing requirements:
  - Reside in or near Antioch/familiar with Antioch community
  - Lived experience
  - Social Services experience
  - Bicultural and bilingual
  - Reliable transportation
  - Flexible hours/ability to be available 24/7, including weekends
- Trained staff and community partners, including ongoing coaching for delivery of intensive in-home preservation services. Training topics include:



## APPENDIX G. Contra Costa County Tertiary Prevention

<p><b><u>Services/Interventions, continued:</u></b></p> <ul style="list-style-type: none"> <li>○ Intimate Partner Violence/Domestic Violence (children and adults)</li> <li>○ LGBTQ+ population</li> <li>● Referrals to parenting education classes and support groups</li> <li>● Use of Protective Factors framework to identify strengths and develop resources</li> <li>● Linkage and effective connection to health services, schools, and other resources</li> <li>● Identifying, developing, and using informal and natural supports</li> <li>● Holistic services approach that teaches families how to access services and equips them with the tools to prevent future trauma</li> </ul>	<p><b><u>Inputs/Training topics for CBO provider, continued:</u></b></p> <ul style="list-style-type: none"> <li>○ Motivational Interviewing (will include ongoing coaching/utilizing fidelity and efficacy monitoring tool)</li> <li>○ Protective Factors Framework</li> <li>○ CFS and Juvenile Probation overview</li> <li>○ Mandated Reporter/Mandated Supporter</li> <li>○ Trauma-informed approaches</li> <li>○ Safety Organized Practice (SOP) and Structured Decision Making (SDM)</li> <li>○ Development stages across lifespan/child development</li> <li>○ Overview of other community resources, and where to refer families if CBO is not the appropriate venue</li> <li>○ Knowledge of family finding process</li> <li>○ Crisis intervention</li> <li>○ Cultural awareness/competency</li> <li>○ LGBTQ+ population</li> <li>○ Advancing Equity/Racial Justice</li> </ul>
<p><b><u>Outcomes:</u></b></p> <ul style="list-style-type: none"> <li>● Populations considered disproportionately represented in child welfare and Juvenile Probation will have more support</li> <li>● A reduction in entry or re-entry to foster care due to child maltreatment</li> <li>● Decrease in the number of children experiencing abuse and neglect, and the adverse effect of removal from their home of origin</li> <li>● Increase in child safety, permanency, and well-being</li> <li>● Fewer emergency department visits pertaining to child injury</li> <li>● Increased engagement in mental health services</li> <li>● Improved family functioning and increased self-sufficiency, resiliency, and stability</li> <li>● Increased school attendance</li> <li>● Increased community engagement</li> </ul>	<p><b><u>Measurements:</u></b></p> <ul style="list-style-type: none"> <li>● Protective Factors Survey (PFS)</li> <li>● Use of the Motivational Interviewing Treatment Integrity (MITI) coding tool, or a similar well-established tool, which will assess whether clients with whom Motivational Interviewing was used showed: <ul style="list-style-type: none"> <li>○ More likelihood to engage and participate in services</li> <li>○ Changes in high-risk lifestyle behaviors that may lead to further child maltreatment</li> <li>○ Increased confidence in parenting skills</li> <li>○ Increased self-reliance and responsibility for change in family’s well-being</li> </ul> </li> <li>● Pre/post client satisfaction survey</li> <li>● Focus groups, which will include consumers, members of the community, and those with lived experience</li> <li>● North Carolina Family Assessment Scale</li> <li>● Local law enforcement data – calls for service for “family disturbance.”</li> <li>● Antioch Unified School District – student attendance and SARB data</li> </ul>
<p><b><u>Indicators:</u></b></p> <ul style="list-style-type: none"> <li>● Increased number of families served through prevention services</li> <li>● Long-term: 5% decrease in the number of Antioch families whose children enter foster care</li> <li>● Long-term: 5% decrease in the number of subsequent referrals for Antioch families who have previous child welfare or probation involvement</li> <li>● Long-term: 5% decrease in the number of Antioch families whose children are referred to Juvenile Probation</li> <li>● Long-term: 5% decrease in number of Antioch youths placed in Juvenile Hall</li> <li>● Long-term: 5% increase in Antioch school attendance rate</li> </ul>	



KIM JOHNSON  
DIRECTOR

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GAVIN NEWSOM  
GOVERNOR

## **ATTACHMENT B- ASSURANCES TEMPLATE**

### **Family First Prevention Services (FFPS) Program Assurances**

County of \_\_\_\_\_

Instructions: These assurances must be submitted by local child welfare services (CWS) and probation agencies that opt into the FFPS Program and are a required component of the local comprehensive prevention plan (CPP). These assurances will remain in effect unless changed by the submission of updated assurances and an updated CPP. Any changes to the local CPP must include resubmission of these assurances.

#### **Title IV-E Prevention Program Reporting**

In accordance with section 471(e)(5)(B)(x) of the federal Social Security Act and California Welfare and Institutions Code (WIC) section 16587(d)(9), \_\_\_\_\_, (Name(s) of participating child welfare services and/or probation agency) is providing this assurance, consistent with the local CPP and the California Title IV-E Prevention Services State Plan, to collect and report to the CDSS information and data required for the FFPS Program, including all information and data necessary for federal financial participation, federal reporting, to determine program outcomes, and to evaluate the services provided. This includes, but is not limited to, child-specific information and expenditure data.

#### **Child Safety Monitoring**

In accordance with section 471(e)(5)(B)(ii) of the federal Social Security Act and California WIC sections 16587(d)(7)-(8), the \_\_\_\_\_ (Name(s) of participating child welfare services and/or probation agency) assures it will provide oversight and monitoring of the safety of children who receive services under the FFPS Program, including oversight and monitoring of periodic risk assessments throughout the period of service delivery. The agency further assures it will monitor and oversee the safety of children and periodic risk assessments for children who receive FFPS program services through its contracted community-based organizations. If the local child welfare and/or probation agency determines the child's risk of entering foster care remains high despite the provision of the services, the agency assures that it will reexamine the child's prevention plan during the 12-month period. In the case of an Indian child, the agency assures the assessments, and any reexamination of the prevention plan will be conducted in partnership with the Indian child's tribe.

#### **Workforce Development and Training**

In accordance with section 471(e)(5)(B)(viii) of the federal Social Security Act, the \_\_\_\_\_ (Name(s) of participating child welfare services and/or probation agency) assures it will adhere to the FFPS training plan as outlined in the California Title IV-E Prevention Services State Plan, and ensure caseworkers within both the community and Title IV-E agency pathways under the FFPS program are supported and trained in assessing what children and their families need, connecting to the families they serve, accessing and delivering the needed trauma-informed and evidence-based services, overseeing and evaluating the continuing appropriateness of the services, and all other foundational requirements, including but not limited to, understanding how the requirements of the federal Indian Child Welfare Act (ICWA) and implementing state laws intersect with prevention services provided through the community based and Title IV-E agency pathways.

### **Trauma-Informed Service Delivery**

The \_\_\_\_\_ (Name of participating child welfare services and/or probation agency) assures that in accordance with section 471(e)(4)(B) of the federal Social Security Act and California WIC section 16587(d)(6), each service in the CPP provided to or on behalf of a child will be provided under an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma, including historical and multigenerational trauma, and in accordance with recognized principles of a trauma-informed approach and trauma-specific interventions to address trauma's consequences and facilitate healing.

### **Model Fidelity for Evidence-Based Programs and Continuous Quality Improvement**

In accordance with section 471(e)(5)(B)(iii)(II) of the federal Social Security Act and California WIC sections 16587(d)(10) and 16587(d)(11)(A), the \_\_\_\_\_ (Name of participating child welfare services and/or probation agency) assures that services provided in the CPP will be continuously monitored to ensure fidelity to the practice model, to determine the outcomes achieved, and to refine and improve practices based upon information learned, using a continuous quality improvement framework, developed in accordance with instructions issued by the CDSS. The agency agrees to participate in state level fidelity oversight, data collection, evaluation, and coordination to determine the effectiveness of a service provided under the FFPS program.

### **Equitable and Culturally Responsive Services and Supports**

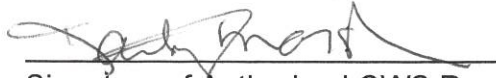
In accordance with the Governor's Executive Order N-16-22, and consistent with California Five Year Prevention Services State Plan, the \_\_\_\_\_ (Name of participating child welfare services and/or probation agency) assures that the implementation of interventions, services and supports should be equitable, culturally responsive and targeted to address disproportionality and disparities experienced by black, indigenous, and people of color, as well as lesbian, gay, bisexual, transgender, queer and plus (LGBTQ+) children and youth.

**Coordination with Local Mental Health**

In accordance with section 471(e)(10)(C) of the federal Social Security Act and California WIC section 16588(f)(3), the Children & Family Services Bureau and Probation Department (Name of participating child welfare services and/or probation agency) assures the agency will establish a joint written protocol, based on the model developed by the CDSS and Department of Health Care Services for use among the child welfare agency, probation department, behavioral health agency, and other appropriate entities to determine which program is responsible for payment, in part or whole, for a prevention service provided on behalf of an eligible child.

**Signatures**

Signature: These assurances must be signed by the official with authority to sign the CPP and submitted to the CDSS for approval.



Signature of Authorized CWS Representative

5-17-23

Date



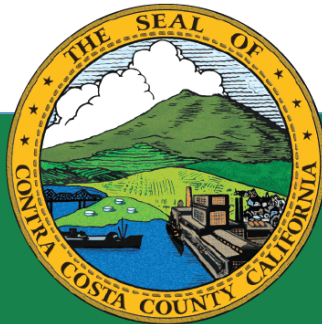
Signature of Authorized Probation Representative

5.16.23

Date

# Contra Costa County Comprehensive Prevention Plan (CPP)

August 8, 2023



# Family First Prevention Services Act (FFPSA)

- Signed into law - 2018
- Part I – Vision
- Part II – Service Provision



# FFPSA Vision and Goals

## Prevention-based services & supports

- Fewer in foster care and juvenile probation
- More children & youth who can remain safely at home with families
- Address disproportionate number of families of color in child welfare and juvenile justice systems



# CPP Charter Statement

**Purpose:** To create and oversee a countywide prevention plan which impacts the social determinants of health for our children, families, and community.

**Vision:** All children and families in Contra Costa County are supported by services and systems that are accessible, have an equitable approach, include culturally and linguistically responsive services, and celebrate all aspects of diversity.

**Mission:** To create and oversee a seamless cross-sector network that shares collective responsibility for increasing protective factors and positively impacting the quality of the social determinants of health.



# CPP Development & Funding

- Children and Family Services (CFS), Probation, Behavioral Health Services
- Cross-sector collaboration
- Community members experienced with public child welfare, probation, and/or mental health services
- FFPSA-specific funding
  - Time-limited
  - Start small to ensure success & sustainability



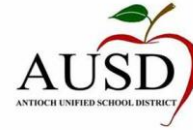
# CPP Planning Team Partners



EMPLOYMENT & HUMAN SERVICES  
*Building Brighter Futures Together*



CHILD ABUSE PREVENTION COUNCIL of CONTRA COSTA COUNTY



ANTIOCH UNITED SCHOOL DISTRICT



CONTRA COSTA COUNTY  
**Office of Education**  
learn • lead • achieve



NATIVE AMERICAN  
**HEALTH CENTER**  
Serving the community since 1972  
a californiah<sup>h</sup>ealth center



CONTRA COSTA  
**CRISIS CENTER**



Contra Costa  
Youth Service Bureau



Regional Center of the East Bay



Antioch Community Foundation



Catholic Charities  
East Bay



FAMILY JUSTICE CENTER  
SAFETY | HEALING | COMMUNITY



Pacific Clinics



Wayfinder  
FAMILY SERVICES



# FFPSA Service Provision

- FFPSA Comprehensive Prevention Plan (CPP) focus
  - Mental health
  - Substance use prevention & treatment
  - Parenting skills
- Prevention services and supports delivered at primary, secondary, and tertiary levels



# Milestones

- May 2022 – First convened
- August 2022 – Decided focus of initial prevention efforts; analysis of **22** city & county needs assessments
- November 2022 – Community Café involving youth and young adults with lived experiences
- July 2023 – CDSS approved CPP

# Needs Assessments Summary

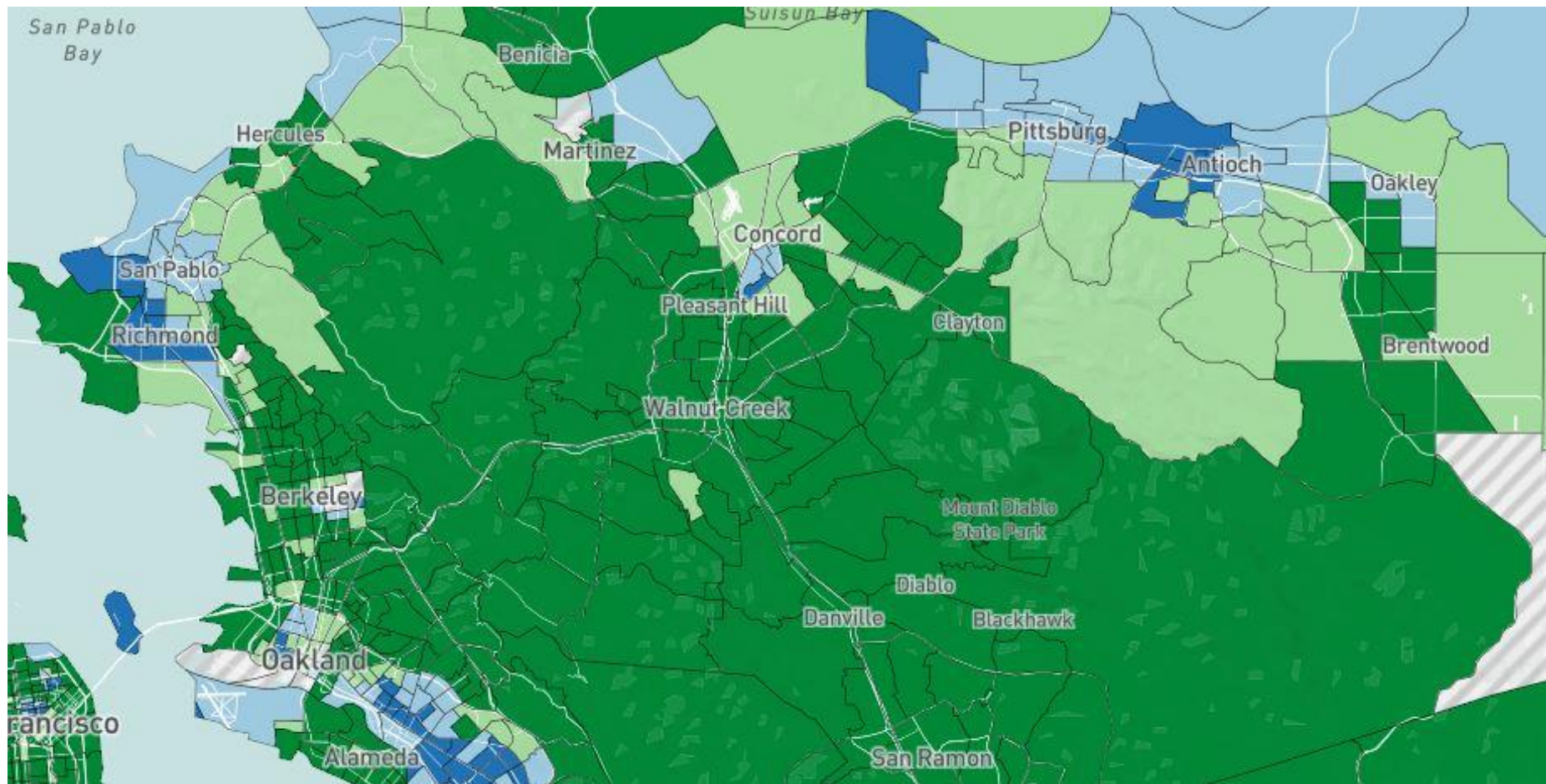
- East County, particularly **Antioch**, most notable
- Establishment of supportive services in Antioch has not kept pace with population increase
- The highest degree of disproportionality currently exists in Antioch

A map of Antioch, California, showing the city's outline and internal street grid. The map is centered on the city and is partially overlaid by the text of the list items.

37°57'31"N 121°46'53"W

**ANTIOCH**  
**CALIFORNIA**





# CFS and Probation Impact

## Antioch

CFS referrals

**1711 children**

(~16% of County referrals)

## East County

Community Supervision

41%

In Placement

60%

Juvenile Institution

44%

# Guiding Principles

- Team-based
- Family voice and choice
- Natural supports
- Collaboration & integration
- Community based
- Culturally respectful
- Individualized
- Strengths-based
- Persistence
- Outcomes-based
- Trauma-informed





# How to Support Children and Families

1. Concrete support to keep families in crisis safe (e.g., access to food, emergency housing, gift cards, child-specific needs, etc.)
2. More resources and accessibility of services
3. Family preservation, parenting support, and parenting skills
4. Ensure services are conveniently located and trauma-informed
5. Public awareness campaign to promote community resources

# Program Summary

- Primary, Secondary, and Tertiary prevention levels
- Contract community-based organization (CBO) with experience and expertise in Antioch to provide services
- A well-established, evidence-based practice, Motivational Interviewing, will be the program's service provision foundation

# Prevention Areas

## Primary

Provide a safety net of supportive services that include concrete supports, navigation assistance, and advocacy services to **prevent harm before it occurs.**

## Secondary

Families who have one or more risk factors such as mental illness, parental substance abuse, domestic violence, young parental age, etc., receive in-home services to **stabilize families when at a crisis point.**

## Tertiary

Services for families involved in child welfare or probation, with an emphasis on **prevention of future harm after harm has already occurred.**

# Motivational Interviewing (MI)

- **Guiding** style of communication, between **following** (good listening) and **directing** (giving information and advice).
- **Empowers** people to change by drawing out their own meaning, importance and capacity for change.
- Based on a **respectful** and **curious** way of being with people that facilitates the natural process of change and honors client autonomy.

# Why MI?

- Well-established, evidence-based practice (EBP)
- Serves families in each prevention area
- Benefits:
  - Success in parenting skill-building, mental health services, and substance abuse prevention and treatment
  - Effective engagement strategy with both children and adults
  - No training prerequisites or educational requirements
  - Most inclusive of available EBPs selected by CDSS
  - Any child- and family-serving agency in Contra Costa can be trained

# Outcome Measures

- Data that is available and accessible to the community
- Families gain knowledge of local resources and services
- Accessible to families - location, sense of safety, welcoming environment, culturally appropriate, language
- Improved emotional and mental well-being of parents and caretakers
- **Reduced child maltreatment** measured by number of substantiated CFS referrals and placements into foster care

# Funding & Fiscal Landscape

FFPSA Part 1 Block Grant  
\$3,783,112 (CFS)  
\$476,660 (Probation)  
through June 2024

FFTA Federal  
\$1,004,538 through  
June 2025

ARPA-CBCAP  
\$526,545  
through September 2025

- Initial spending plan – CFS and Probation developed
- Long-term funding, sustainability & expansion – in progress
- Advocating for block grant extension and/or yearly CPP allocations
- FFPSA claiming and allowable activities strictly regulated

# Next Steps

- Continue outreach efforts to community members
- Develop Request for Proposal to secure Community-Based Organization to be CPP Provider
- Pursue and develop funding to sustain and expand comprehensive prevention programs to serve the entire county
- Internal exploration and dedicated attention to existing CFS and Probation business practices to operate from more of a prevention-based mindset





# Join the Planning Team

**Alysia Dellaserra**  
dellaa@ehsd.cccounty.us  
(925) 655-0904

# Board of Supervisors Action

Acknowledge and Accept the CDSS  
Approved Families First Prevention  
Services Act Comprehensive  
Prevention Plan (CPP).



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

**Subject:** Employment and Human Services Department, Children and Family Services Bureau Comprehensive Prevention Plan Presentation

---

**RECOMMENDATION(S):**

RECEIVE the Employment and Human Services Department (EHSD), Children and Family Services (CFS) Bureau Comprehensive Prevention Plan Presentation.

**FISCAL IMPACT:**

No fiscal impact for this action.

**BACKGROUND:**

Comprehensive Prevention Plan (CPP) is a plan born from the Families First Prevention Services Act to meet state compliance in developing a plan that includes shifting from a reactionary to a prevention based intervention approach and which will reduce entries into foster care. To create and oversee a countywide prevention plan which impacts the social determinants of health for our children, families, and community.

**CHILDREN'S IMPACT STATEMENT:**

The service array expansion provided under this Comprehensive Prevention Plan support all five of Contra Costa County’s community outcomes: (1) “Children Ready for and Succeeding in School”; (2) “Children and Youth Healthy and Preparing for Productive Adulthood”; (3) “Families that are Economically Self-Sufficient”; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by ensuring children and families in CFS programs are working with qualified staff on a consistent basis.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Tracy Story (925) 608-4960

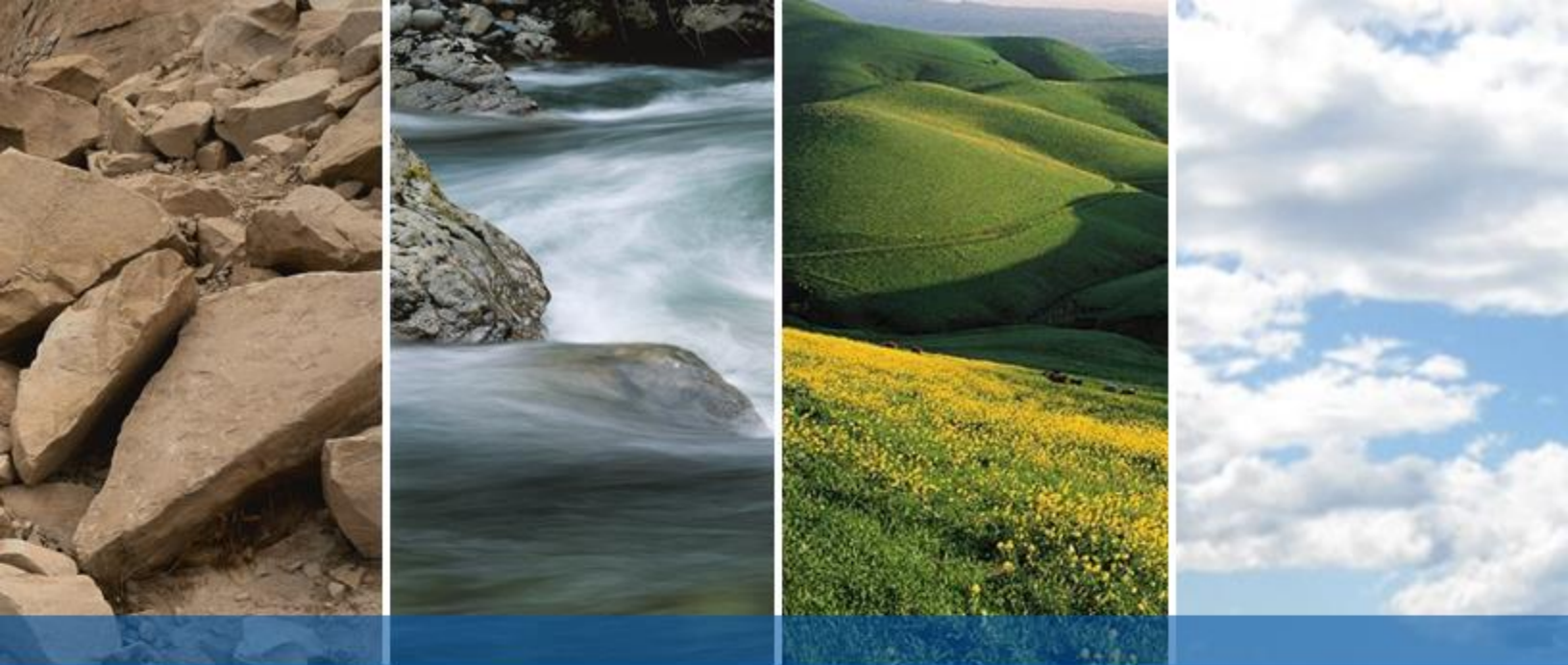
cc:

ATTACHMENTS

CPP

Presentation

CCP Plan



## **APPENDIX F**

**STORMWATER FACILITIES OPERATION AND  
MAINTENANCE PLAN  
FOR MAGEE PRESERVE, SUBDIVISION 9291**

STORMWATER FACILITIES OPERATION AND  
MAINTENANCE PLAN

for

Magee Preserve

Subdivision 9291

March 2021

Project 091015IP

*prepared for:*

Davidon Homes

1600 South Main Street, Suite 150

Walnut Creek, CA 94596

(925) 945-8000

Contact: Steve Abbs

*prepared by:*

Ruggeri Jensen Azar

4690 Chabot Drive, Suite 200

Pleasanton, CA 94588

(925)227-9100

Contact: Kirk Myers

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### Attachments

1. Stormwater Control Plan for Magee Preserve (Includes Plan)
2. Record drawings
3. Service agreements

## Abbreviations

C.3	Provision C.3 in the Municipal Regional Stormwater Permit issued by the California Regional Water Quality Control Board for the San Francisco Bay Region
IMP	Integrated Management Practice
O&M Plan	Operations and Maintenance Plan
AD	Area Drain
BMP	Best Management Practices
CO	Cleanout
DMA	Drainage Management Area
DI	Drainage Inlet
INV	Invert Elevation
PERF	Perforated Pipe
SD	Storm Drain
SF	Square Feet

*This Stormwater Facilities Operation and Maintenance Plan was prepared using the template dated 4/2/2019.*



I. INSPECTION AND MAINTENANCE LOG

Facility Name	
Address	
Begin Date	End Date

Date	BMP ID#	BMP Description	Inspected by:	Cause for Inspection	Exceptions Noted	Comments and Actions Taken

Instructions: Record all inspections and maintenance for all treatment BMPs on this form. Use additional log sheets and/or attach extended comments or documentation as necessary.

- BMP ID# — Always use ID# from the Operation and Maintenance Manual.
- Inspected by — Note all inspections and maintenance on this form.
- Cause for inspection — Note if the inspection is routine, pre-rainy-season, post-storm, annual, or in response to a noted problem or complaint.
- Exceptions noted — Note any condition that requires correction or indicates a need for maintenance.
- Comments and actions taken — Describe any maintenance done and need for follow-up.

II. UPDATE TO DESIGNATION OF RESPONSIBLE INDIVIDUALS

** Use this form to update the plan when responsible individuals change. **	
Date Completed	
Facility Name	
Facility Address	
Designated Contact for Operation and Maintenance	
Name:	Title or Position:
Telephone:	Alternate Telephone:
Email:	
Off-Hours or Emergency Contact	
Name:	Title or Position:
Telephone:	Alternate Telephone:
Email:	
Corporate Officer (authorized to execute contracts with the City, Town, or County)	
Name:	Title or Position:
Address:	
Telephone:	Alternate Telephone:
Email:	



#### IV. INTRODUCTION

This plan addresses operation and maintenance of facilities constructed as part of the following development project:

Subdivision 9291 – Magee Preserve.

The final, approved Stormwater Control Plan for this project is in Attachment 1.

##### IV.A. Background

This Stormwater Facilities Operation and Maintenance Plan (O&M Plan) is for facilities constructed as part of the development project referenced above. Construction of these facilities was required by Provision C.3 in the Municipal Regional Stormwater Permit issued by the California Regional Water Quality Control Board for the San Francisco Bay Region. Provision C.3 also requires the County/Town to verify ongoing operation and maintenance of stormwater treatment and hydromodification management facilities, and certain pervious pavement installations.

##### IV.B. Associated Agreements

This O&M Plan is referenced in an O&M Agreement between the property owner and the Town. The agreement, between Davidon Homes and the Town of Danville, grants the Town access to the property to conduct inspections and, if needed, to perform maintenance on the facilities at the owner's expense. The agreement also grants access for inspections to the Contra Costa Mosquito and Vector Control District (CCMVCD).

The property has been annexed into a Geologic Hazard Abatement District (GHAD), which provides funding for inspections and, if necessary, maintenance or replacement of the facilities.

As provided in the O&M Agreement, this O&M Plan may be modified, but only with the review and consent of the Town of Danville City Engineer. The official O&M Plan is the version which is on file at the Town of Danville Development Services Department at 510 La Gonda Way, Danville, CA. Any modifications made to the O&M Plan under the consent of the City Engineer must be filed at the Development Services Department.

##### IV.C. Funding for and Organization of Facility Operation and Maintenance

Funding and maintenance of stormwater treatment facilities and private storm drain infrastructure is by and for the homeowner's association for subdivision 9291 & 9320-Magee Preserve.

##### IV.D. Site Description

The Magee Preserve project (Project) is a planned residential development in the Town of Danville, Contra Costa County, California. The property encompasses roughly 410 acres located south of Diablo Road in Danville, California. The Magee Ranches is a portion of a historically larger ranch that was subdivided in the early 1980's. Currently, the property is used for cattle ranching activities.

Magee Preserve is one of the last remaining open areas available for development along the edges of the Town's development boundary; situated along the south side of Diablo Road between McCauley Road to the west and the older Magee Ranch (Subdivision 7669) to the east. The project is split into two development areas; the larger eastern area will develop the flat area along Green Valley Creek with 66 single family homes and supporting infrastructure, while preserving the adjacent upland areas

as permanent open space. The smaller western portion will develop three single family residential lots with supporting infrastructure off of McCauley Road near the intersection with Diablo Road.

Stormwater from the majority of the eastern subdivision is treated in the stormwater basin adjacent to the Emergency Vehicle Access (EVA)/Trail adjacent to Diablo Road. Smaller bio-retention planters along the project entry on Appaloosa treat stormwater runoff from the entry drive. Additional smaller bio-retention planters along the EVA treat stormwater from the EVA.

Stormwater from the smaller western subdivision is treated in a stormwater basin near the intersection of McCauley and Diablo Roads. Upland drainage from both subdivisions bypass the treatment facilities via underground pipes.

## V. DESIGNATION AND TRAINING OF RESPONSIBLE INDIVIDUALS

### V.A. Designated Contact for Operation and Maintenance

Davidon Homes  
TBD

### V.B. Off-Hours or Emergency Contact

TBD

### V.C. Corporate Officer (authorized to execute agreements with the County)

Steve Abbs  
Davidon Homes  
1600 South Main Street  
Walnut Creek, CA 94596  
(925)945-8000  
Sabbs@davidonhomes.com

### V.D. Initial Training of Responsible Individuals

Following completion of construction, the bioretention facilities will be maintained by the contractor during the warranty period (typically 1 year), except for routine policing for trash, which will be done by the owner's/ HOA/GHAD personnel. During this warranty period, the HOA/GHAD landscape maintenance crew will coordinate to meet with the contractor's personnel on-site during maintenance. At these times, the contractor's personnel will demonstrate proper maintenance procedures.

### V.E. Ongoing Training of Responsible Individuals

Within the homeowner's maintenance group, there will be one person designated to oversee maintenance of the site's BMPs. This person will keep copies of all project stormwater documents, including recorded agreements and stormwater management plans. This person will be familiar with all stormwater facilities and will be responsible for overseeing their maintenance and inspection.

## VI. FACILITIES TO BE MAINTAINED

### VI.A. Facility Descriptions

The site is treated by 6 bio-retention planters designated on the project plans and stormwater management plan as IMPs A-F. These facilities are passive, in-ground stormwater treatment facilities. Stormwater enters on the surface via overland flow or bubble-up drains where it percolates through an 18-inch layer of imported sandy loam material which is underlain by 12-33 inches of drain rock with perforated sub-drains which convey the treated stormwater to the underground storm system. Run-off in excess of

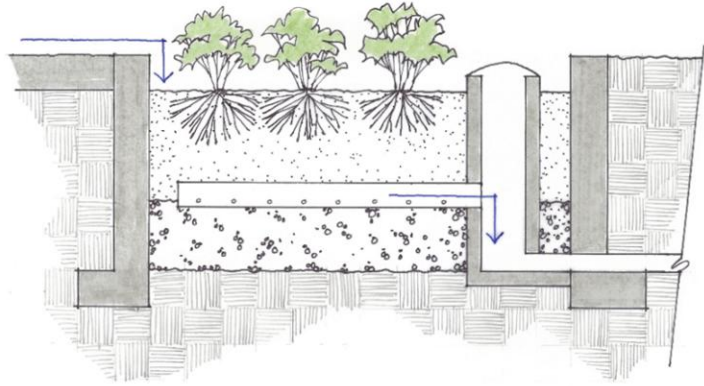


Figure [A]. Bioretention Cross-Section (schematic)

the volume requiring treatment drains directly to the underground system via overflow drains within the bio-retention area. These drains are purposefully set a minimum of 6 inches above finished grade. Bio-retention areas are landscaped with specific planting listed in the county stormwater guidelines.

The site also includes one self-retaining area. This area predominately impervious and retains the first inch of rainfall without generating runoff.

For a more detailed view of the bio-retention IMPs, see the Stormwater Control Plan exhibit in the attachments of the attached Stormwater Control Plan report for Magee Preserve.

#### VI.A.1. [Bio-retention Area A]

Bio-retention Area A is a large bio-retention basin (approximately 44,650 SF) treating runoff from DMA 1 which is comprised of approximately 253,200 SF of roofs, 242,482 SF of various pavements, and 634,264 SF of landscaping and other pervious surfaces. Runoff is collected and conveyed via an underground storm drain system and discharges directly to the basin.

#### VI.A.2. [Bio-retention Area B-1]

Bio-retention Area B-1 is a linear bio-retention area (approximately 800 SF) along Appaloosa Street treating runoff from DMA B-1 which is comprised of approximately 11,939 SF of asphalt and concrete, and 14,600 SF of landscaping and other pervious surfaces. Runoff drains overland and enters the IMP via curb openings.

#### VI.A.3. [Bio-retention Area B-2]

Bio-retention Area B-2 is a linear bio-retention area (approximately 500 SF) along Appaloosa Street treating runoff from DMA B-2 which is comprised of approximately 5,705 SF of asphalt and concrete, and 6,903 SF of landscaping and other pervious surfaces. Runoff drains overland and enters the IMP via curb openings.

#### VI.A.4. [Bio-retention Area B-3]

Bio-retention Area B-3 is a linear bio-retention area (approximately 300 SF) along Appaloosa Street treating runoff from DMA B-3 which is comprised of approximately 3,950 SF of asphalt and concrete, and 6,217 SF of landscaping and other pervious surfaces. Runoff drains overland and enters the IMP via through-curb drains.

#### VI.A.5. [Self-Retaining Area C]

Self-retaining Area C is the impervious area along the east side of Appaloosa Street that is graded to retain the first inch of runoff from approximately 19,445 SF of streets and 54,291 SF of landscaping and other pervious surfaces. Runoff drains overland and enters via through-curb drains.

#### VI.A.6. [Bio-retention Area D]

Bio-retention Area D is a linear bio-retention area (approximately 800 SF) along the EVA Street treating runoff from DMA 4 which is comprised of approximately 14,690 SF of asphalt and concrete, and 7,729 SF of landscaping and other pervious surfaces. Runoff drains overland and enters the IMP via through-curb drains.

#### VI.A.7. [Bio-retention Area E]

Bio-retention Area E is a linear bio-retention area (approximately 200 SF) along the EVA Street treating runoff from DMA 5 which is comprised of approximately 2,030 SF of asphalt and concrete, and 2,410 SF of landscaping and other pervious surfaces. Runoff drains overland and enters the IMP via through-curb drains.

#### VI.A.8. [Bio-retention Area F]

Bio-retention Area F is a large bio-retention basin (approximately 3,178 SF) treating runoff from DMA 6 which is comprised of approximately 15,000 SF of roofs, 12,117 SF of various pavements, and 37,376 SF of landscaping and other pervious surfaces. Runoff is collected and conveyed via an underground storm drain system and discharges directly to the basin.

### VII. MAINTENANCE ACTIVITIES

#### VII.A. General Maintenance Rules

At no time will synthetic pesticides or fertilizers be applied, nor will any soil amendments, other than aged compost mulch or sand/compost mix, be introduced. The top of soil surface will be maintained at or near the design elevation throughout. Irrigation systems will be maintained to conserve water while maintaining plant health.

Although it is unlikely to be needed, if plants are not thriving compost tea may be applied at a recommended rate of 5 gallons mixed with 15 gallons of water per acre, up to once per year between March and June. Compost tea will not be applied when temperatures are below 50°F or above 90°F or when rain is forecast within the next 48 hours.

The following may be applied for pest control if needed:

- Beneficial nematodes

- Safer® products
- Neem oil

Plants may need to be replaced with the following mix as specified by the landscape architect [list species] or with similar plantings appropriate for the unique conditions.

#### VII.B. Maintenance Schedule

Routine inspection and maintenance shall be continuously ongoing. Detailed inspections should occur as follows:

- Visual inspections shall be conducted monthly, particularly after heavy runoff, to ensure normal functioning. (i.e., no pooling, or blockage).
- Detailed inspections shall be conducted at least twice annually with inspections occurring (1) at the end of the wet season to schedule summer maintenance, (2) before major fall runoff in preparation for winter, and (3) after periods of heavy runoff. The objective of detailed inspections is to identify erosion, damage to vegetation, grass or plant height, debris, litter, areas of sediment accumulation, and pools/standing water

##### VII.B.1. Routine Activities

The facilities will be examined routinely for visible trash, and trash will be removed. Any graffiti, vandalism, or other damage should be noted and addressed within 48 hours.

The planted areas will be weeded by hand approximately monthly. At this time, plants will be inspected for health and the irrigation system will be turned on manually and checked for any leaks or broken lines, misdirected spray patterns etc. Any dead plants will be replaced.

Other typical routine maintenance performed will consist of the following:

- Inspect bio-retention areas for channels, exposure of soils, or other evidence of erosion. Clear any obstructions and remove any accumulation of sediment. Soils and plantings must be maintained.
- Inspect bio-retention areas regularly and after storms for damage.
- Observe soil at the bottom of the bio-retention areas for uniform percolation throughout. If portions do not drain within 48 hours after the end of a storm, the soil should be tilled and replanted. Remove any debris or accumulations of sediment.
- Examine the vegetation to insure that it is healthy and dense enough to provide filtering and to protect soils from erosion. Replenish mulch as necessary, remove fallen leaves and debris, prune large shrubs or trees and mow turf areas. Confirm that irrigation is adequate and not excessive. Replace dead plants and remove invasive vegetation.
- Abate any potential vectors by filling holes in the ground in and around the bio-retention areas and by insuring that there are no areas where water stands longer than 48 hours following the storm. If mosquito larvae are present and persistent, contact the Contra Costa County Vector Control District for information and advice. Only a licensed individual or contractor should apply Mosquito larvicides only when absolutely necessary and then only sparingly.
- Inspect storm drain pipes at inlets, cleanouts, or any other openings for debris or other obstructions. Remove as necessary.



- Inspect pervious asphalt for deposits of sediments. Clean pervious asphalt with commercial vacuum sweeper twice per year.
- Inspect and repair damaged pavers. Refer to the project record drawings for pervious paver installation.

#### *VII.B.2. Following Significant Rain Events*

A significant rain event will be considered to be one that produces approximately a half-inch or more rainfall in a 24-hour period. Within 24 hours after each such event, the following will be conducted:

- The surface of the facility will be observed to confirm there is no ponding.
- Inlets will be inspected, and any accumulations of trash or debris will be removed. Any erosion at inlets should be restored to grade.
- The surface of the mulch layer will be inspected for movement of material. Mulch will be replaced and raked smooth if needed.
- Outlet structure will be inspected for any obstructions to assure that mulch is not washed out.

#### *VII.B.3. Prior to the Start of the Rainy Season*

In September of each year, facility inlets and outlets will be inspected to confirm there is no accumulation of debris that would block flow. Stormwater should drain freely into the bioretention facilities. If not previously addressed during monthly maintenance, any growth and spread of plantings that blocks inlets or the movement of runoff across the surface of the facility will be cut back or removed.

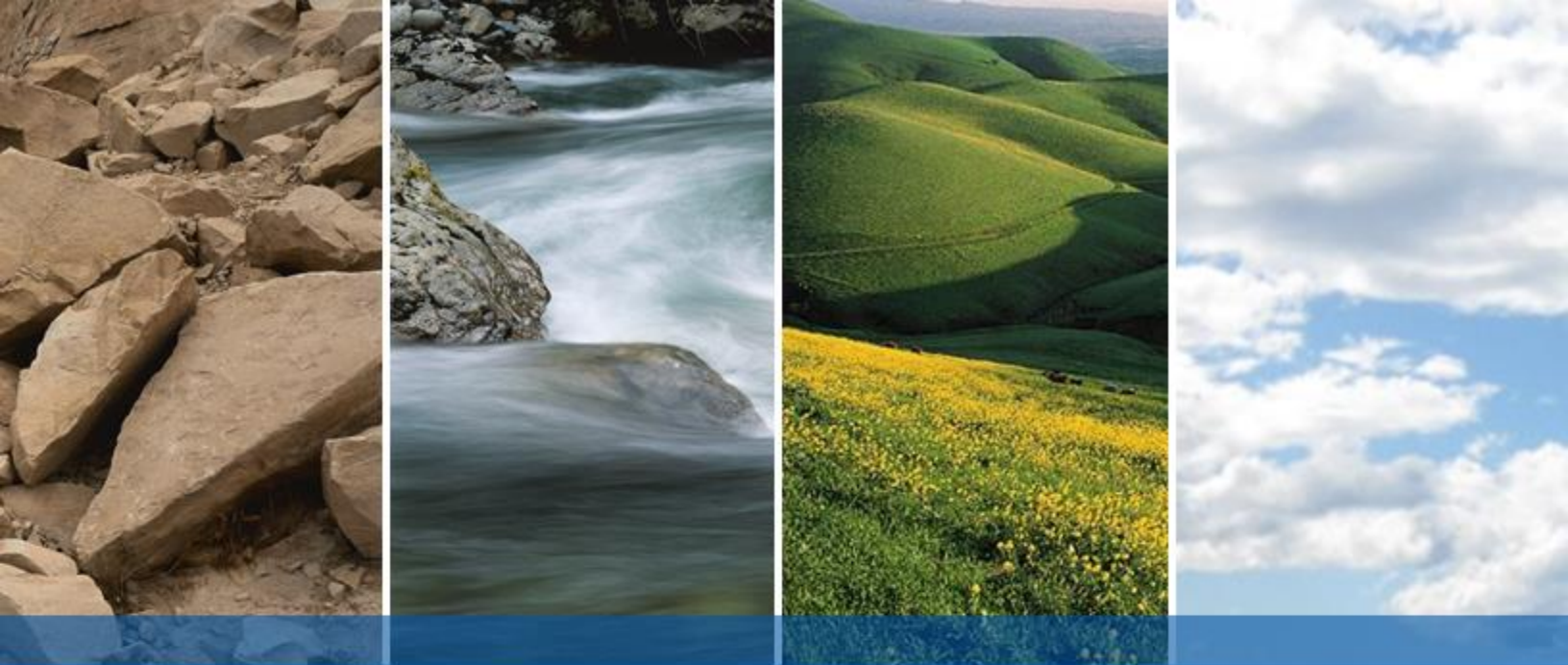
If the facilities are not completely drained within 48 hours, the underdrain may be clogged. Check the overflow outlet to determine if the underdrain is performing properly. There should be no filter fabric or geotextile in the horizontal layers or wrapped at the underdrain. If the underdrain is working, the bioretention media may contain fines. Replace material with mixture of 30-40% aged compost and 60-70% washed granular sand, no fines.

#### *VII.B.4. Annually During Winter*

Once, in December – February of each year, vegetation will be cut back as needed, debris removed, and plants and mulch replaced as needed. The concrete work will be inspected for damage. The elevation of the top of soil and mulch layer will be confirmed to be consistent with the 6-inch reservoir depth.

## Attachments

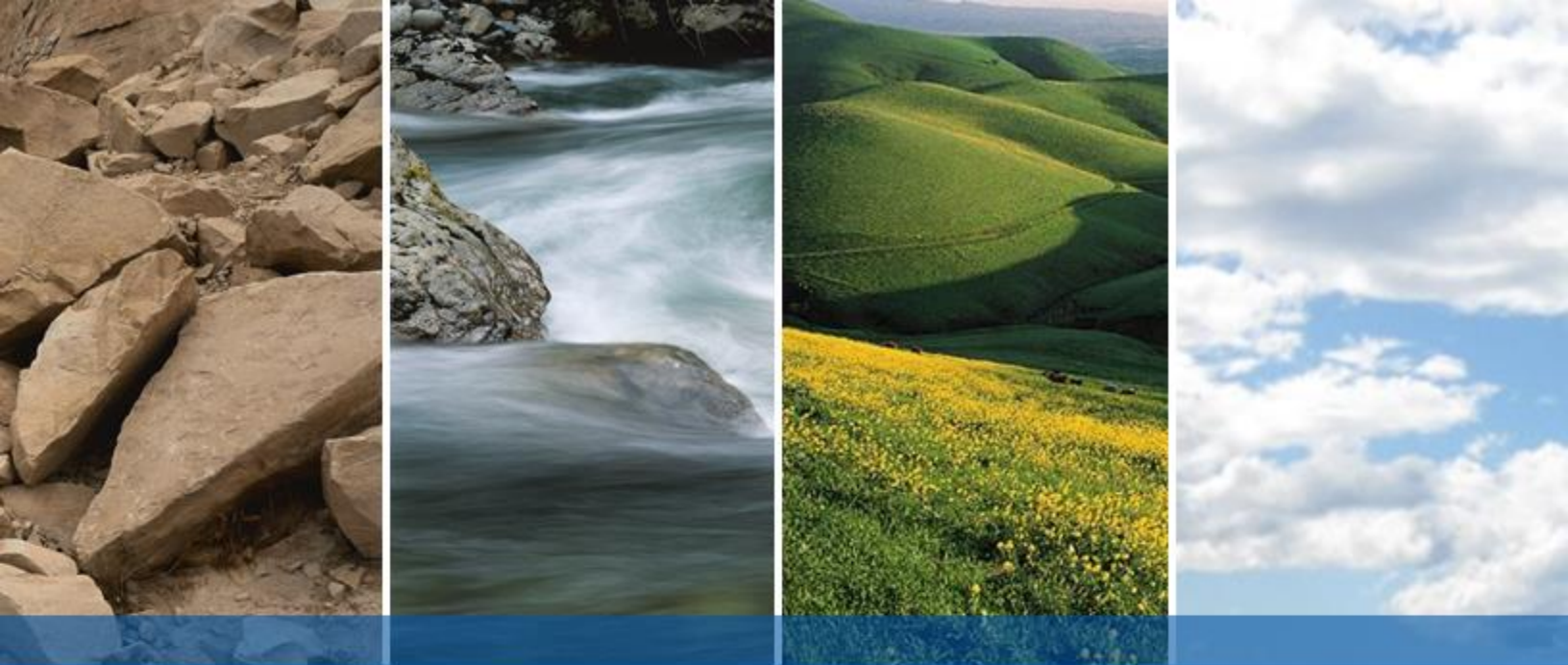




## **APPENDIX E**

### **SAMPLE TRANSFER APPLICATION FORM**





## **APPENDIX D**

**CONDITIONS OF APPROVAL (COA) NUMBERS B.7, E.4,  
E.12, AND I.5  
IN TOWN OF DANVILLE RESOLUTION 46-2019**



#### COA No. B.7

*The applicant shall construct a public trail from Blackhawk Road near Street "A" to a point where the EVA connects to Diablo Road, as part of subdivision improvements. The trail design standard shall be that of a "Paved Trail" as described in the Townwide Trails Master Plan dated January 1989 and the Town's adopted Parks, Recreation, and Arts Strategic Plan dated July 2017. The trail shall be separate and distinct from any internal sidewalks within the subdivision. Signage, trash/recycling receptacles, doggy-bag dispensers, entry gates, and benches shall be provided as required by the Town according to current design standards. Maintenance of the trail improvements shall be provided by the project Homeowner's Association and/or the GHAD. The Town will have the responsibility for the future construction of the extension of the public trail from the EVA west along the south side of Diablo Road, as part of a future Capital Improvement Project. The exact design/alignment of the trail and construction timing will be determined by the Town at a future date.*

#### COA No. E.4

*The project proposes to preserve approximately 381 acres of the project site as open space. Areas to be preserved would be placed under a conservation easement or deed restriction to prohibit construction and preserve conservation value. The project proposes to create a geologic hazard abatement district (GHAD) to provide suitable funding for management and long-term maintenance of the site. Upland habitats shall be managed via a long-term management plan to maintain the quality of the habitat for the movement and dispersal of CRLF. Prior to construction, the project proponent shall retain a qualified biologist to prepare an open space management plan for the explicit purpose of managing and monitoring the proposed open space area. This plan shall be submitted to the Town of Danville for review and approval prior to issuance of grading permits. At a minimum this plan shall include the following components: ...*

- f. Define and identify the GHAD maintenance and management activities to manage the open space habitats to meet the stated goals of support habitat characteristics suitable for the CLRF. This would include suitable fencing so as to control access, limited cattle grazing or other procedures to manage grass height and forage production at levels that benefit the CRLF, and removal of trash.*
- g. Define the financial mechanism for the GHAD to manage the open space in perpetuity.*

#### COA No. E.12

*The project proponent shall replace wetland and riparian habitat at a 1:1 replacement-to loss ratio. It is expected that all compensation measures can be accommodated within the 381 acres of the site proposed as open space. Prior to issuance of a grading permit, the project proponent shall retain a qualified biologist to prepare an onsite habitat mitigation and monitoring plan (HMMP) that includes both an aquatic habitat restoration plan and a riparian habitat restoration plan. The HMMP would specifically address the wetland and riparian habitats and is separate from the Open Space Management Plan identified in Mitigation 4.4-4, although there may be some overlap. The HMMP shall include the following components, at a minimum: ...*

- g. Define management and maintenance activities (weeding of invasives, providing for supplemental water, repair of water delivery systems) of proposed GHAD; and*

- h. Provide for assurance in funding the monitoring and ensuring that the created wetland and riparian habitats fall within lands to be preserved and managed into perpetuity. Confirm that the proposed GHAD will meet these responsibilities.*

COA No. I.5

*A Geologic Hazard Abatement District (GHAD) shall be established or annexed into. The GHAD shall consider implementing measures to prevent, mitigate, abate, or control geologic hazards and also mitigate or abate structural hazards that are caused by geologic hazards. Said GHAD shall be established or the property annexed into a GHAD according to Public Resources Code §26500 et seq. The GHAD should consider owning or maintaining the approximately 381 acres of permanent open space. The GHAD should consider assuming responsibility for maintenance and upkeep of the detention basin, other stormwater pollution control and hydromodification facilities constructed as part of the project, and the future public trail to be constructed by the Town between the western EVA terminus and the western terminus of the trail near the Diablo Road/Alameda Diablo intersection. The GHAD should consider establishing a comprehensive plan to maintain the restored creek and bridge and provide corrective measures as needed. If any duties listed above are unable to be included as part of the GHAD's responsibilities, they shall be included as the responsibility of the project's Homeowner's Associations (HOA). An annual report regarding GHAD funding and activities shall be prepared for the first five years after the GHAD assumes responsibilities under the Plan of Control and submitted for review by the Town and made available for review by other watershed stakeholders.*





## **APPENDIX C**

**DECLARATION OF DISCLOSURES, RIGHT OF ENTRY AND  
RESTRICTIVE COVENANTS REGARDING WIEDEMANN  
GEOLOGIC HAZARD ABATEMENT DISTRICT**

RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO:  
Wiedemann Ranch Geologic Hazard Abatement District

Attn:

**DECLARATION OF DISCLOSURES, RIGHT OF ENTRY AND RESTRICTIVE COVENANTS  
REGARDING WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT**

This Declaration of Disclosures, Right of Entry, and Restrictive Covenants Regarding Wiedemann Ranch Geologic Hazard Abatement District (the "Declaration") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021 (the "Effective Date"), by, Davidon Homes, a California limited liability company ("Declarant").

**RECITALS**

- A. Declarant is the owner of that certain real property located in the Town of Danville, County of Contra Costa, State of California, more particularly described as Subdivision 9291, filed on \_\_\_\_\_, 20\_\_\_\_ in Book of Parcel Maps, at pages \_\_\_\_\_, all in the Official Records of Contra Costa County, California (the "Property").
- B. The Town of Danville approved a 69-lot residential subdivision on the Property. A condition of approval for Subdivision 9291 was that the Property be included within a GHAD, and to fulfil this condition, the property has been annexed into the Wiedemann Ranch Geologic Hazard Abatement District ("Wiedemann Ranch GHAD").
- C. Under the authority of California Public Resources Code section 26500, et seq., the Contra Costa County Board of Supervisors on September 1, 1998, adopted Resolution No. 98/438 forming and establishing the Wiedemann Ranch GHAD to prevent, mitigate, abate or control potential geologic hazards within the boundaries of the GHAD. On \_\_\_\_\_, 2021, the Wiedemann Ranch GHAD adopted Resolution No. 20-\_\_\_\_, approving annexation of the Property into the Wiedemann Ranch GHAD.

NOW, THEREFORE, Declarant, as the owner of the Property, for itself, its successors and assigns does hereby declare as follows.

- 1. Notification and Disclosure of Wiedemann Ranch GHAD: The Declarant hereby gives notice and discloses that the Property is a part of the Wiedemann Ranch GHAD. The Board of Directors of the Wiedemann Ranch GHAD are the members of the Contra Costa County Board of Supervisors. Pursuant to the Plan of Control for Annexation of the Property to Wiedemann Ranch GHAD as it may be amended from time to time (the "Plan of Control"), the Declarant and the Wiedemann Ranch GHAD are afforded certain responsibilities and rights relating to the prevention, mitigation, abatement, and control of potential geologic hazards on the Property. The powers of the Wiedemann Ranch GHAD include the power to assess lot owners within the Property for the purposes set out in the Plan of Control. An assessment was authorized by the Wiedemann Ranch GHAD to be imposed on the Property pursuant to adopted Resolution 20-\_\_\_\_\_.
- 2. Right of Entry: The Declarant by executing and recording this Declaration hereby contractually affords Wiedemann Ranch GHAD, its officials, employees, contractors and agents an irrevocable right of entry with continuing and perpetual access to and across the Property for the purposes and responsibilities set out in the Plan of Control ("Access Rights"). Should the

Wiedemann Ranch GHAD need to access private residential lots to fulfill its duties under the Plan of Control, the Wiedemann Ranch GHAD shall provide the affected landowner and/or resident with 72 hours advanced notice unless, in the reasonable judgment of the GHAD Manager, an emergency situation exists which makes immediate access necessary to protect the public health and safety, in which case no advanced notice is required, but the Wiedemann Ranch GHAD shall inform the landowner and/or resident as soon as reasonably possible. The Declarant hereby gives notice that the GHAD will acquire Access Rights immediately upon the execution of this Declaration. The GHAD, in its sole discretion, may elect not to exercise Access Rights until it accepts its maintenance responsibilities consistent with the Plan of Control.

3. GHAD Easement: For those properties within the GHAD Annexation Area that are not GHAD-owned Parcels, the Declarant hereby grants the Wiedemann Ranch GHAD a perpetual easement for the purposes and responsibilities set out in the Plan of Control and for maintaining certain Site Improvements as depicted in Exhibit B, and legally described in Exhibit A attached hereto, (the "GHAD Easement"). Such activities include, but are not limited to: (a) the inspection, maintenance, monitoring, and replacement of Site Improvements including, drainage ditches, storm drains, outfalls, and pipelines; (b) the monitoring, maintenance, and repair of slopes, including repaired or partially repaired landslides; and (c) the management of erosion and geologic hazards within the open space areas shown in the Plan of Control. The GHAD Easement shall become effective upon acceptance by the Wiedemann Ranch GHAD of its responsibilities and rights, the process by which is articulated in the Plan of Control. The Wiedemann Ranch GHAD has no maintenance responsibilities whatsoever to the Declarant or Property until and unless the Wiedemann Ranch GHAD accepts such responsibilities consistent with the Plan of Control.
4. Covenants Running with the Land: The Property shall be held, conveyed, hypothecated, encumbered, sold, leased, used, improved, and maintained subject to the limitations, covenants, conditions, restrictions, easements, rights of entry, and equitable servitude set forth in this Declaration, which are in furtherance of Declarant's plan for the uniform improvement and operation of the Property. All of the limitations, covenants, conditions, restrictions, easements, rights of entry, and equitable servitudes set out in this Declaration shall both benefit and burden the Property and shall run with and be binding upon and inure to the benefit of the Property and each parcel therein, and shall be binding upon and inure to the benefit of each owner, and every person having or acquiring any right, title or interest in and to all or any portion of the Property and their successors and assigns. Upon Declarant's conveyance of fee title to the Property, or any portion thereof, Declarant shall be released from any further liability or obligation hereunder related to the portion of the Property so conveyed, and the grantee of such conveyance shall be deemed to be the "Declarant," with all rights and obligations related thereto, with respect to that portion of the Property conveyed.
5. Hold Harmless: Declarant, or its successors and assigns, shall hold harmless, protect, and indemnify Wiedemann Ranch GHAD and its directors, officers, employees, agents, contractors, and representatives and the heirs, personal representatives, successors and assigns of each of them (collectively, "Wiedemann Ranch GHAD Indemnified Parties") from and against any and all liabilities, penalties, costs, losses, damages, expenses (including, without limitation, reasonable attorneys' fees and experts' fees), causes of action, claims, demands, orders, liens, or judgments (each a "Claim" and, collectively, "Claims"): (1) for injury to or the death of any person, or physical damage to any property, related to or occurring on or about the GHAD Easement to the extent arising from the negligence or intentional

misconduct of Declarant, its employees, agents or contractors; or (2) related the existence of the GHAD Easement, exclusive of any Claims brought by Declarant.

6. Enforcement: The Wiedemann Ranch GHAD shall have the right but not the obligation to enforce the provisions of this Declaration.
7. Modification or Termination: This Declaration shall not be modified, amended, or terminated without the written consent of the Wiedemann Ranch GHAD.

Executed as of the Effective Date.

Declarant:

Davidon Homes

By: \_\_\_\_\_

Its: \_\_\_\_\_

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed to the Wiedemann Ranch Geologic Hazard Abatement District by the foregoing document titled "Declaration of Disclosures, Right of Entry and Restrictive Covenants", which is dated \_\_\_\_\_, 20\_\_\_\_ and executed by \_\_\_\_\_, is hereby accepted by the undersigned pursuant to authority conferred by Resolution No. \_\_\_\_ - \_\_\_\_, dated \_\_\_\_\_, 20\_\_\_\_. The Town of Danville, as grantee, consents to recordation of said "Declaration of Disclosures, Right of Entry and Restrictive Covenants".

\_\_\_\_\_  
ENGEO  
Wiedemann Ranch GHAD Manager

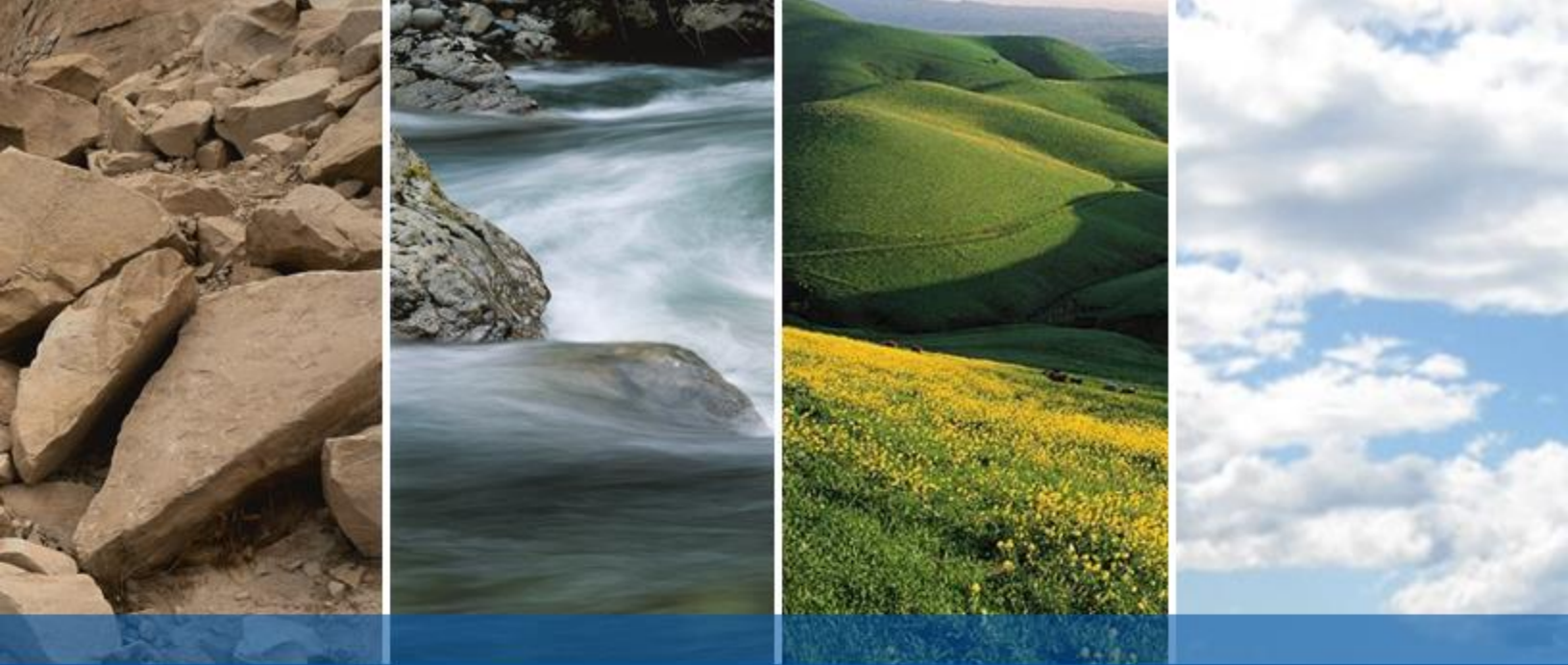
Date:

*Attest:*

\_\_\_\_\_  
ENGEO  
Wiedemann Ranch GHAD Clerk

*Approved as to form:*

\_\_\_\_\_  
Fennemore Wendel  
Wiedemann Ranch GHAD Attorney



## **APPENDIX B**

**EXHIBIT A  
LEGAL DESCRIPTION  
Geologic Hazard Abatement District, Magee Preserve -  
Subdivision 9291**

**EXHIBIT B  
Plat to Accompany Legal Description**

## Exhibit A – Legal Description

### Magee Preserve

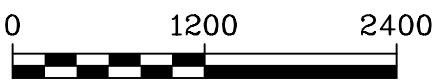
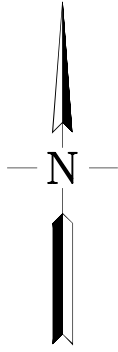
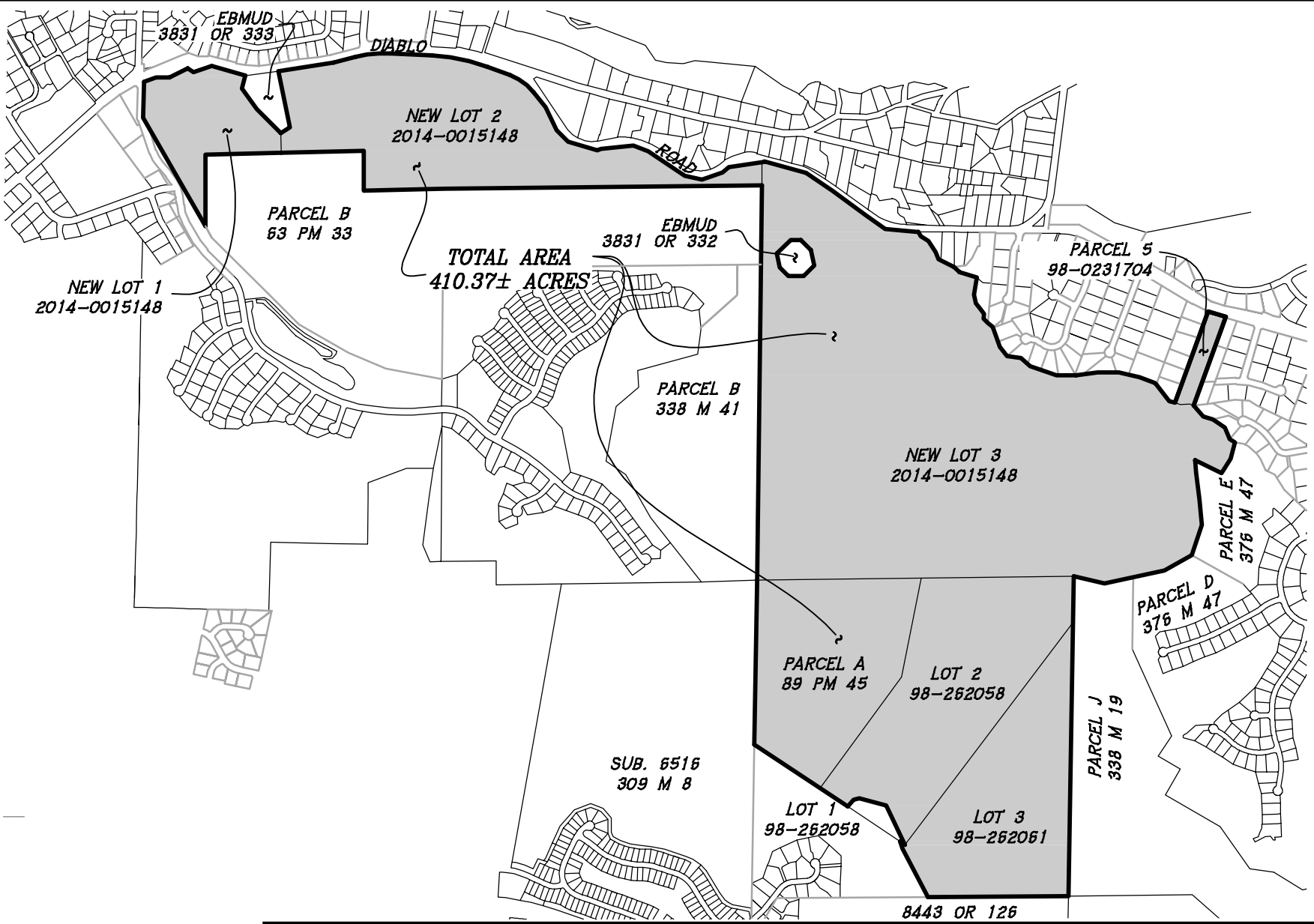
Real property situate in the Town of Danville, County of Costa, State of California, and being all of New Lots 1, 2, and 3 as described in the Grant Deed to Teardrop Partners, LP, a California Limited Partnership, filed for record on January 30, 2014, under document number 2014-015148, Contra Costa County Records; and Parcel A as shown upon the Parcel Map of Subdivision MS 152-77, filed on September 26<sup>th</sup>, 1980 in Book 89 of Parcel Maps at Page 45, Contra Costa County Records; and Lot 2 as described in the Lot Line Adjustment 98-19 filed for record on October 22, 1998, under document number 98-0262058, Contra Costa County Records; and Lot 3 as described in the Grant Deed to Magee Investment Company, A California Corporation, filed for record on October 22, 1998, under document number 98-0262061, Contra Costa County Records; and Parcel 5 as described in the Grant Deed to Teardrop Partners, LP, filed for record on September 24, 1998, under document number 98-0231704, Contra Costa County Records.

Containing 410.37 acres, more or less.

**See Exhibit B** – Plat to Accompany Legal Description which is attached hereto and made a part hereof

End of description.

C:\JOB2009\091015IP\SURVEY\CAD FILES\PLATS\MAGEE\_OVERALL.DWG 3/5/2021 2:00:27 PM



( IN FEET )  
1 inch = 1200 ft.

**EXHIBIT B**  
**PLAT TO ACCOMPANY LEGAL DESCRIPTION**  
**FOR**  
**MAGEE PRESERVE**  
  
TOWN OF DANVILLE, CONTRA COSTA COUNTY, CALIFORNIA

**RJA**  
**RUGGERI-JENSEN-AZAR**  
ENGINEERS • PLANNERS • SURVEYORS  
4690 CHABOT DRIVE, SUITE 200 PLEASANTON, CA 94588  
PHONE: (925) 227-9100 FAX: (925) 227-9300

SCALE: 1" = 1200'	DATE: 3/29/2021	JOB NO.: 091015IP
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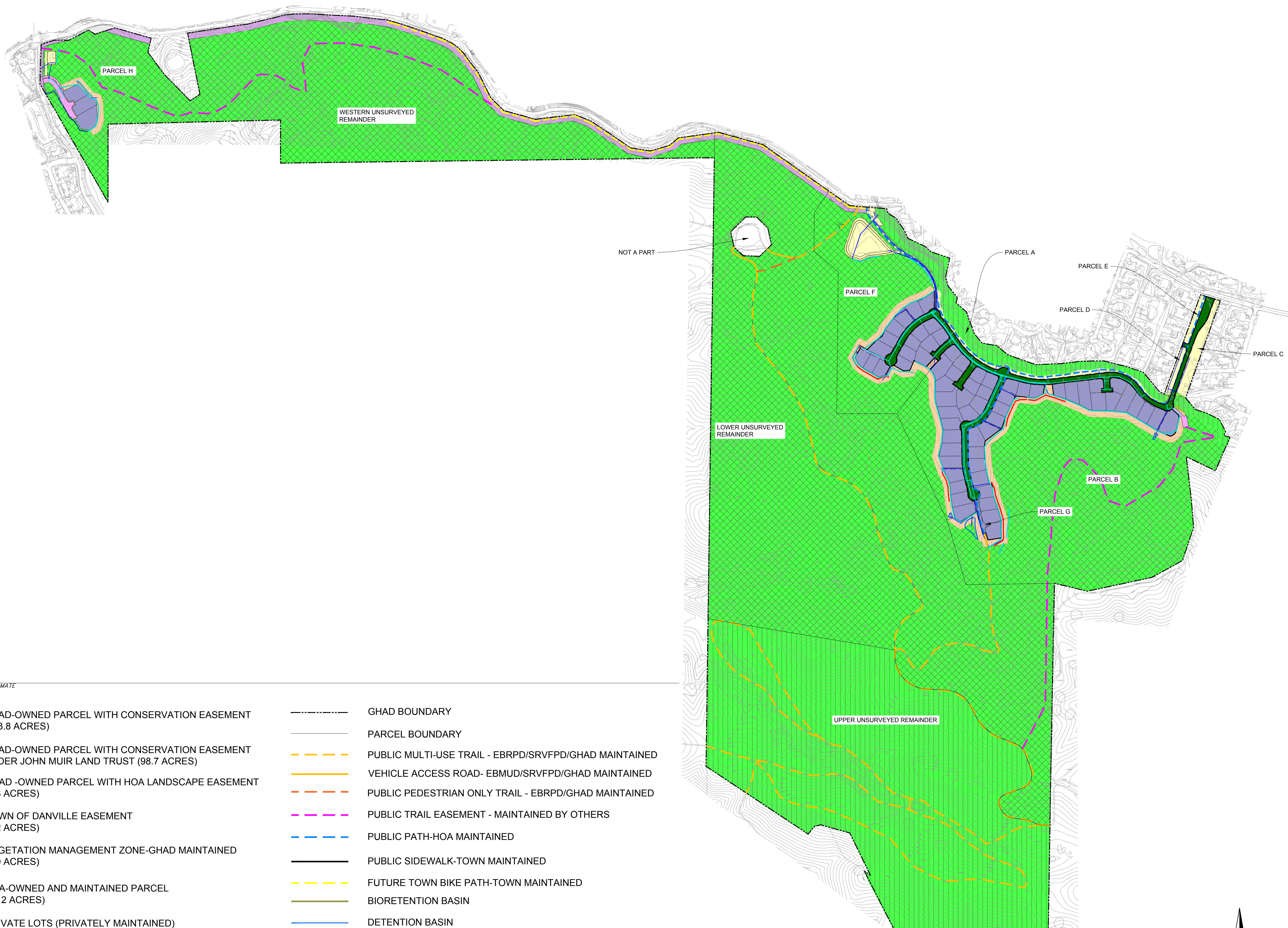


## **APPENDIX A**

**FIGURE 1: Ownership Exhibit**

**FIGURE 2: Corrective Grading Plan**

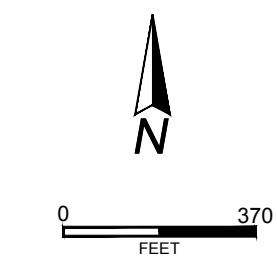




**EXPLANATION**

ALL LOCATIONS ARE APPROXIMATE

- |  |  |  |   |
|--|--|--|---|
|  | GHAD-OWNED PARCEL WITH CONSERVATION EASEMENT (263.8 ACRES)                           |  | GHAD BOUNDARY   |
|  | GHAD-OWNED PARCEL WITH CONSERVATION EASEMENT UNDER JOHN MUIR LAND TRUST (98.7 ACRES) |  | PARCEL BOUNDARY                                       |
|  | GHAD -OWNED PARCEL WITH HOA LANDSCAPE EASEMENT (5.8 ACRES)                           |  | PUBLIC MULTI-USE TRAIL - EBRPD/SRVFPD/GHAD MAINTAINED |
|  | TOWN OF DANVILLE EASEMENT (6.2 ACRES)  |  | VEHICLE ACCESS ROAD- EBMUD/SRVFPD/GHAD MAINTAINED     |
|  | VEGETATION MANAGEMENT ZONE-GHAD MAINTAINED (7.9 ACRES)                               |  | PUBLIC PEDESTRIAN ONLY TRAIL - EBRPD/GHAD MAINTAINED  |
|  | HOA-OWNED AND MAINTAINED PARCEL (0.12 ACRES)   |  | PUBLIC TRAIL EASEMENT - MAINTAINED BY OTHERS          |
|  | PRIVATE LOTS (PRIVATELY MAINTAINED) (16 ACRES)                                       |  | PUBLIC PATH-HOA MAINTAINED                            |
|  | PUBLIC STREETS (TOWN OF DANVILLE MAINTAINED) (5.7 ACRES)                             |  | PUBLIC SIDEWALK-TOWN MAINTAINED                       |
|  |  |  | FUTURE TOWN BIKE PATH-TOWN MAINTAINED                 |
|  |  |  | BIORETENTION BASIN                                    |
|  |  |  | DETENTION BASIN                                       |
|  |  |  | STORM DRAIN LINES WITHIN OPEN SPACE - GHAD MAINTAINED |
|  |  |  | STORM DRAIN LINES WITHIN DEVELOPMENT-TOWN MAINTAINED  |
|  |  |  | CONCRETE-LINED DRAINAGE DITCH- GHAD-MAINTAINED        |
|  |  |  | RETAINING WALLS- GHAD-MAINTAINED                      |



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**THE BOARD OF DIRECTORS OF WIEDEMANN RANCH  
GEOLOGIC HAZARD ABATEMENT DISTRICT**

Adopted this Resolution on August 8, 2023 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**RESOLUTION NO. 2023/04 (WIEDEMANN RANCH GHAD)**

---

**SUBJECT:** ADOPT Resolution 2023/04 approving the revised Plan of Control dated July 17, 2023 for the Magee Preserve Development in the Wiedemann Ranch Geologic Hazard Abatement District (GHAD).

**WHEREAS**, on September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch (GHAD) and appointed itself to serve as the GHAD Board of Directors.

**WHEREAS**, on June 22, 2021, the GHAD Board was presented with the initial Magee Preserve Development Plan of Control (dated June 10, 2021) which described potential geologic hazards within the territory to be annexed and addressed the prevention, mitigation, abatement and control of such hazards.

**WHEREAS**, on July 13, 2021, the GHAD Board adopted Resolution 2021/03 approving the annexation of the Magee Preserve development into the GHAD and adopted the initial Plan of Control for the Magee Preserve development dated June 10, 2021.

**WHEREAS**, since the adoption of the initial Plan of Control, the proposed long-term open space land ownership and responsibilities for the GHAD within the Magee Preserve development has changed.

**WHEREAS**, GHAD Law (starting with Section 26500 of Division 17 of California Public Resource Code) allows GHADs to own land.

**WHEREAS**, the Revised Plan of Control for the Magee Preserve development dated July 17, 2023, **Attachment 1**, addresses the change in ownership and responsibilities for the open space parcels from East Bay Regional Park District to the GHAD.

**WHEREAS**, the Revised Plan of Control for the Magee Preserve development dated July 17, 2023 describes additional GHAD responsibilities as the proposed landowner of the open space

parcels, which include additional vegetation management services, property fence maintenance, and various typical landowner duties.

**The Board of Directors of the GHAD HEREBY RESOLVES THAT:**

1. This Resolution No. 2023/04 is made pursuant to the provisions of Division 17 of the Public Resources Code with particular references to Chapter 1 (commencing with Section 26500), Article 3 (commencing with Section 26550) and Article 4 (commencing with Section 26561).

2. The GHAD Board has been presented with and reviewed the revised Magee Preserve development Plan of Control dated July 17, 2023.

3. The GHAD Board hereby approves and adopts the revised Magee Preserve development Plan of Control dated July 17, 2023.

4. These proceedings are exempt from the provisions of the California Environmental Quality Act (Pub. Res. Code §§ 21000 et seq.) in accordance with Public Resources Code section 21080(b)(4).

7. The recitals are incorporated herein by this reference.

This Resolution shall become effective immediately upon its passage and adoption.

**Attachment 1 -Magee Preserve Revised Plan of Control dated July 17, 2023.**



Contra  
Costa  
County

To: Wiedemann Ranch GHAD Board of Directors  
From: Patricia E. Curtin, GHAD Attorney and General Manager  
Date: August 8, 2023

Subject: Weidemann Ranch Resolution 2023/04 approving Revised Plan of Control for the Magee Preserve Development.

---

**RECOMMENDATION(S):**

Acting as the governing board of the Wiedemann Ranch Geological Hazard Abatement District, CONSIDER adopting Resolution No. 2023/04 approving the Magee Preserve Development Revised Plan of Control dated July 17, 2023, and hear any written objections thereto.

**FISCAL IMPACT:**

The GHAD is proposed to be funded 100% through assessments levied on properties within the GHAD. The GHAD cannot provide services until a funding source is in place. Developer of Magee Preserve development is responsible for paying all costs of annexation into the GHAD.

**BACKGROUND:**

On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution No. 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors. The Norris Canyon Estates Development was included within the GHAD formation.

The GHAD Board, subject to the confirmation of the County Board of Supervisors

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

Action of Board On: **08/08/2023**  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  
 Ken Carlson, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
 Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Haley Ralston (909) 373-5457

cc:

BACKGROUND: (CONT'D)

(as the formation body of the GHAD) has the authority to approve annexations to the GHAD.

Several properties have already been annexed into the GHAD. On April 11, 2000, the GHAD Board of Directors adopted Resolution No. 2000/167 approving annexation of the Henry Ranch development (Subdivision 8118) in the City of San Ramon into the GHAD.

On July 29, 2014, the GHAD Board of Directors adopted Resolution 2014/03 approving annexation of the Elworthy Ranch development in the Town of Danville into the GHAD.

On January 19, 2016, the GHAD Board of Directors adopted Resolution 2016/01 approving annexation of the Red Hawk (formerly Podva Property) development (Subdivision 9309) in the Town of Danville into the GHAD.

On July 13, 2021, the GHAD Board of Directors adopted resolution 2021/03 approving annexation of the Magee Preserve development (Subdivision 9291) in the Town of Danville into the Wiedemann Ranch GHAD.

The Magee Preserve development (Subdivision 9291) is located at the terminus of San Andreas Drive, south of Diablo Road and Blackhawk Road in the Town of Danville. Sixty-nine single family homes along with appurtenant improvements are planned for the development. Due to the potential for geologic hazards and related required ongoing maintenance, the Town of Danville's Conditions of Approval for the Magee Preserve development require that it be included within a GHAD. To satisfy this requirement, the developer of the Magee Preserve development elected to petition the GHAD Board to annex the Magee Preserve development into the existing Wiedemann Ranch GHAD.

With Resolution 2021/03, the GHAD Board of Directors approved the Plan of Control for the Magee Preserve development dated June 10, 2021. The Plan of Control is separate from the other Plans of Control prepared for existing developments within the GHAD and describes the work contemplated for the Magee Preserve development, including maintenance and monitoring activities, including slopes, retaining walls, subdrains, storm drain facilities, and concrete-lined drainage ditches. The Magee Preserve Plan of Control addresses geologic hazards within the Magee Preserve development only.

Since approval of the initial Plan of Control dated June 10, 2021, there have been proposed land-ownership changes within the Magee Preserve development, which increases the proposed responsibilities of the GHAD. The initial Plan of Control indicated that East Bay Regional Parks District would own the majority of the open space within the Magee Preserve development. It is now proposed the Wiedemann Ranch GHAD own all of the open space parcels. GHAD law allows the GHAD to own property. The Revised Plan of Control dated July 17, 2023, addresses this change of ownership and related additional GHAD responsibilities.

Additionally, multi-use trails are planned within the proposed GHAD-owned open space and will serve multiple purposes, such as public trail access, fire access road, and maintenance road, and will be maintained as such by East Bay Regional Park District (EBRPD), San Ramon Valley Fire Protection District (SRVFPD), and GHAD, respectively. Entities will contribute to the maintenance and funding of the multi-use trails as described in Section 10 of the Revised Plan of Control.

Funding for the GHAD activity on the proposed annexed area to prevent, mitigate, abate and control geologic hazards will be based on an assessment, and such funds will be collected and used in connection with the Magee Preserve Revised Plan of Control. The proposed assessment will be supported by a detailed Engineer's Report prepared by a registered professional engineer certified by the State of California and will be considered following this agenda item in accordance with Proposition 218. The proposed assessment does not impact or change the existing assessments for the current landowners in the GHAD.

CONSEQUENCE OF NEGATIVE ACTION:

The owners of the Magee Preserve Development will have to form a new GHAD or seek annexation into another GHAD to satisfy Town of Danville condition of approval for the Magee Preserve Development.

CLERK'S ADDENDUM

**RECEIVED the report on the Revised Plan of Control for the Magee Preserve Development.**

ATTACHMENTS

Wiedemann Ranch 2023/04

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

Appendix F



**Acceptance Report  
of Real Estate Acquisition  
January 1, 2023 - June 30, 2023**

<b>CERT. NO.</b>	<b>AREA</b>	<b>PROJECT/PURPOSE</b>	<b>INTEREST</b>	<b>PRICE</b>
23-28	Martinez	Vacation of Portion of Pine St. North of Escobar St.	Quitclaim	N/A
23-56	Concord	Buchanan Field Terminal Replacement Project	Quitclaim	N/A
23-57	Rodeo	Exchange of Easements	Easement Deed	N/A
23-58	Pittsburg	Assignment of Easement - 255 Harbor Way	Assignment of Easement	N/A
23-59	Clayton	Morgan Territory Rd. Slide Repair	Non-Exclusive Easement	N/A



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** ACCEPT the 2023 Semi-Annual Report of Real Estate Acquisition Acceptances dated January 1, 2023 through June 30, 2023.

---

**RECOMMENDATION(S):**

ACCEPT the 2023 Semi-Annual Report of Real Estate Acquisition Acceptances dated January 1, 2023, through June 30, 2023, approved by the Public Works Director for the acquisitions of any interest in real property where the purchase price for the real property interest did not exceed \$100,000 in Concord, Clayton, Martinez, Pittsburg, and Rodeo areas.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Pursuant to the Contra Costa County, Ordinance Code 2019-35, Title 11, Division 1108, Chapter 1108-8.002, "The Board of Supervisors authorizes the Public Works Director, or his or her designated deputy, to perform all acts necessary to approve and accept for the County the acquisition of any interest in real property where the purchase price for the real property interest does not exceed one hundred thousand dollars (\$100,000)." The Public Works Director shall submit a semi-annual report to the Board of Supervisors on each acquisition done pursuant to this section, including the interest acquired, its price, and the necessity for the purchase, which is described in the attached Semi-Annual Acceptance Report.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Board of Supervisors would not be informed of the acquisitions accepted by the Public Works Director pursuant to Contra Costa County Ordinance Code.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Jessica L. Dillingham, (925) 957-2453

By: Stacey M. Boyd, Deputy

cc:

ATTACHMENTS

Acceptance  
Report

C.2

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

Adopted this Resolution on 08/08/2023 by the following vote:

**AYE:**  5 **John Gioia**  
**Candace Andersen**  
**Diane Burgis**  
**Ken Carlson**  
**Federal D. Glover**

**NO:**

**ABSENT:**

**ABSTAIN:**

**RECUSE:**



**Resolution No. 2023/515**

IN THE MATTER OF: Approving and Authorizing the Public Works Director, or designee, to fully close all of North Gate Road on March 2, 2024, intermittently from 6:00 a.m. through 11:00 a.m., for the purpose of a running road race, Walnut Creek area. (District II)

RC23-29

NOW, THEREFORE, BE IT RESOLVED that permission is granted to REVEL Race Series/Brooksee, LLC, to fully close North Gate Road, except for emergency traffic, local residents, US Postal Service and garbage trucks, on March 2, 2024, for the period of 6:00 a.m. through 11:00 a.m., subject to the following conditions:

1. Traffic will be detoured via neighboring street(s) per the traffic control plan reviewed by Public Works. Emergency vehicles, residents within the event area and essential services will be allowed access as required.
2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.
3. REVEL Race Series/Brooksee, LLC, shall comply with the requirements of the Ordinance Code of Contra Costa County.
4. Provide the County with a Certificate of Insurance in the amount of \$1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.
5. Obtain approval for the closure from the Sheriff's Department, the California Highway Patrol, and the Fire District.

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

**ATTESTED: August 8, 2023**

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

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

Contact: Bob Hendry (925) 374-2136

cc: Larry Gossett- Engineering Services, Kellen O'Connor - Engineering Services, Bob Hendry -Engineering Services, Devon Patel- Engineering Services, Chris Lau - Maintenance, CHP, Sheriff - Patrol Division Commander

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

Adopted this Resolution on 08/08/2023 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Ken Carlson</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text"/>	
<b>ABSENT:</b>	<input type="text"/>	
<b>ABSTAIN:</b>	<input type="text"/>	
<b>RECUSE:</b>	<input type="text"/>	



**Resolution No. 2023/515**

IN THE MATTER OF: Approving and Authorizing the Public Works Director, or designee, to fully close all of North Gate Road on March 2, 2024, intermittently from 6:00 a.m. through 11:00 a.m., for the purpose of a running road race, Walnut Creek area. (District II)

RC23-29

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1. Traffic will be detoured via neighboring street(s) per the traffic control plan reviewed by Public Works. Emergency vehicles, residents within the event area and essential services will be allowed access as required.
2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.
3. REVEL Race Series/Brooksee, LLC, shall comply with the requirements of the Ordinance Code of Contra Costa County.
4. Provide the County with a Certificate of Insurance in the amount of \$1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.
5. Obtain approval for the closure from the Sheriff's Department, the California Highway Patrol, and the Fire District.

I hereby certify that this 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: Bob Hendry (925) 374-2136**

**ATTESTED: August 8, 2023**

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

By: Stacey M. Boyd, Deputy

**cc:** Larry Gossett- Engineering Services, Kellen O'Connor - Engineering Services, Bob Hendry -Engineering Services, Devon Patel- Engineering Services, Chris Lau - Maintenance, CHP, Sheriff - Patrol Division Commander



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** Approve and Authorize to fully close all of North Gate Road on March 2, 2024, intermittently from 6:00 a.m. through 11:00 a.m., Walnut Creek area.

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2023/515 approving and authorizing the Public Works Director, or designee, to fully close all of North Gate Road on March 2, 2024, intermittently from 6:00 a.m. through 11:00 a.m., for the purpose of a running road race, Walnut Creek area. (District II)

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

REVEL Race Series/Brooksee, LLC, is requesting a road closure for a running road race. Access will remain available via the pilot escort traffic system. REVEL Race Series/Brooksee, LLC, must adhere to the permit conditions set forth by the Public Works Director, or designee, prior to and during the road closure.

**CONSEQUENCE OF NEGATIVE ACTION:**

Applicant will be unable to close the road for planned activities.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Stacey M. Boyd, Deputy

Contact: Bob Hendry (925) 374-2136

AGENDA ATTACHMENTS

Resolution No. 2023/515

MINUTES ATTACHMENTS

Signed: Resolution No.

2023/515

**THE BOARD OF DIRECTORS OF WIEDEMANN RANCH  
GEOLOGIC HAZARD ABATEMENT DISTRICT**

Adopted this Resolution on August 8, 2023, by the following vote:

**AYES:** John Gioia, Candace Andersen, Diane Burgis, Ken Carlson, Federal Glover

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**RESOLUTION NO. 2023/05 (WIEDEMANN RANCH GHAD)**

**SUBJECT:** Resolution declaring the Wiedemann Ranch Geologic Hazard Abatement District's intent to order the assessment set forth in the Magee Preserve Development Engineer's Report dated July 19, 2023 and set a public hearing for October 3, 2023 to consider the proposed assessment and any objections thereto.

**WHEREAS**, on September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) which included the Norris Canyon Estates Development and appointed itself to serve as the GHAD Board of Directors.

**WHEREAS**, on April 11, 2000, the GHAD Board of Directors adopted Resolutions 2000/166 and 200/167 approving annexation of the Henry Ranch development into the Wiedemann Ranch GHAD.

**WHEREAS**, on July 29, 2014, the GHAD Board of Directors adopted Resolution 2014/03 approving annexation of the Elworthy Ranch development into the Wiedemann Ranch GHAD.

**WHEREAS**, on January 19, 2016, the GHAD Board of Directors adopted Resolution 2014/01 approving annexation of the Red Hawk (formerly Podva) development into the GHAD.

**WHEREAS**, the GHAD Board approved separate assessments on all the developments mentioned above that are located within the GHAD.

**WHEREAS**, on July 13, 2021, the GHAD Board of Directors adopted Resolution 2021/03 approving annexation of the Magee Preserve Development into the GHAD.

**WHEREAS**, in order to pay for costs and expenses of maintaining and operating the GHAD improvements as set forth in the Revised Magee Preserve Development Plan of Control dated July 17, 2023, a funding source must be established.



**WHEREAS**, an Engineer's Report (attached as Attachment 1) has been prepared to support a real property assessment against the 69 residential units in the Magee Preserve Development at a Fiscal Year 2023/24 level of \$2,690.00 per each residential unit.

**WHEREAS**, Public Resources Code sections 26650 *et seq.* authorize, after a noticed public hearing, the levy and collection of an assessment upon specially benefited property within the Magee Preserve Development portion of the GHAD to pay for the maintenance and operation of GHAD improvements within the development. Article XIII(D) of the California Constitution imposes additional requirements for the levy and collection of said assessment.

**WHEREAS**, the Magee Preserve Development Engineer's Report was prepared by the GHAD Manager to reflect the Magee Preserve Development Plan of Control adopted by the GHAD Board on August 8, 2023 the GHAD Manager is a registered professional engineer, certified in the State of California, in compliance with Public Resources Code section 26651(a) and section 4(b) of Article XIII (D) of the California Constitution; the Engineer's Report attached hereto as Attachment 1 sets forth the purpose of the Magee Preserve Development portion of the GHAD, the estimated budget, the total assessment that will be chargeable to the Magee Preserve Development portion of the GHAD, the proposed estimated assessment to be levied against each parcel of property within the Magee Preserve Development portion of the GHAD, and a description of the method used in formulating the estimated assessments.

**WHEREAS**, the property within the Magee Preserve Development portion of the GHAD is identified on the map attached as Attachment 2 and each parcel is proposed to be assessed.

**The Board of Directors of the GHAD HEREBY RESOLVES THAT:**

1. The GHAD Board declares its intention, consistent with the requirements of Article XIII (D) of the California Constitution, Public Resources Code sections 26650 *et seq.*, Government Code section 53750, and Elections Code section 4000, to order that the cost and expenses of maintaining and operating GHAD improvements in the Magee Preserve Development acquired or constructed pursuant to Public Resources Code sections 26500 *et seq.* shall be assessed against the property within the Magee Preserve Development portion of the GHAD, which is benefited by the these properties in this portion of the GHAD.

2. The GHAD Board shall not order this assessment if a majority protest exists within the Magee Preserve Development portion of the GHAD as defined in Section 4(e) of Article XIII(D) of the California Constitution.

3. Each of the parcels identified in Attachment 2 will receive a particular and distinct special benefit in the form of GHAD facilities and services that are over and above the general benefits received by the general public. Specifically, the GHAD's maintenance responsibilities include prevention and abatement of geologic hazards, such as landslides and slope erosion, within the Magee Preserve Development portion of the GHAD. The GHAD will have responsibilities that include (a) maintenance of slopes, retaining walls, drainage ditches, and storm drain systems, (b) vegetation control for fire suppression, and (c) establishment of a reserve to fund, prevent, mitigate, abate or control geologic hazards within the GHAD. These special benefits are described in the Magee Preserve Development Plan of Control.

4. Following the issuance of each certificate of occupancy for the 69 residential units identified in Attachment 2, that lot will be assessed within the development described in the attached Engineer's Report. The annual assessment amount for each residential unit was calculated by dividing the annual Magee Preserve Development portion of the GHAD budget by the number of residential units planned within the that portion of the GHAD boundaries and applying the assessment ratio for each unit type provided in the Engineer's Report.

5. The GHAD Board has reviewed and considered the attached Engineer's Report for the Magee Preserve Development. The special benefit derived from the GHAD by each parcel is proportionate to the entire costs of the Magee Preserve Development portion of the GHAD, and the amount of the assessment is proportional to, and no greater than, the benefits conferred on each parcel. The assessment does not exceed the reasonable cost of the proportional special benefit conferred on each parcel.

6. The GHAD Board directs the GHAD Manager to mail or cause to be mailed, no later than three (3) days after adoption of this Resolution, the "Notice of Adoption of Resolution and Notice of Assessment" of the Public Hearing, in substantially the same form as in Attachment 3 ("Notice") to the record owners of each parcel upon which the assessment will be imposed. The sealable Ballot, attached hereto as Attachment 4, and the Magee Preserve Development Engineer's Report, shall be attached to the Notice.

7. The GHAD Board will conduct a public hearing on October 3, 2023, at the chambers of the Contra Costa County Board of Supervisors, Administration Building, 1025 Escobar Street, Martinez, California at 9 a.m. or thereafter. The Manager of the GHAD shall deliver all sealed ballots received from record owners of parcels within the Magee Preserve Development portion of the GHAD to the GHAD hearing. The ballots shall remain sealed until they are tabulated. The GHAD Board shall permit a change, withdrawal, or submittal of a ballot at any time prior to the conclusion of the public testimony on the proposed assessment at the public hearing. The GHAD Board shall consider all protests against the proposed assessment. At the GHAD Board hearing, the Clerk of the GHAD, or some other impartial person not having a vested interest in the outcome of the proposed assessment, shall tabulate the ballots, and shall weight the ballots according to the proportional financial obligation of the affected property. The GHAD Board shall not impose the assessment if there is a majority protest as that term is defined by Section 4(e) of Article XIII (D) of the California Constitution. If there is no majority protest, the GHAD Board shall authorize the assessment. Following the public hearing, the GHAD Board shall consider the adoption of the canvas of votes for the GHAD.

8. Upon authorization of the assessment, the GHAD Board shall levy the authorized assessment on the 69 residential units the first fiscal year following issuance of a certificate of occupancy for each of those parcels on which the residences are located.

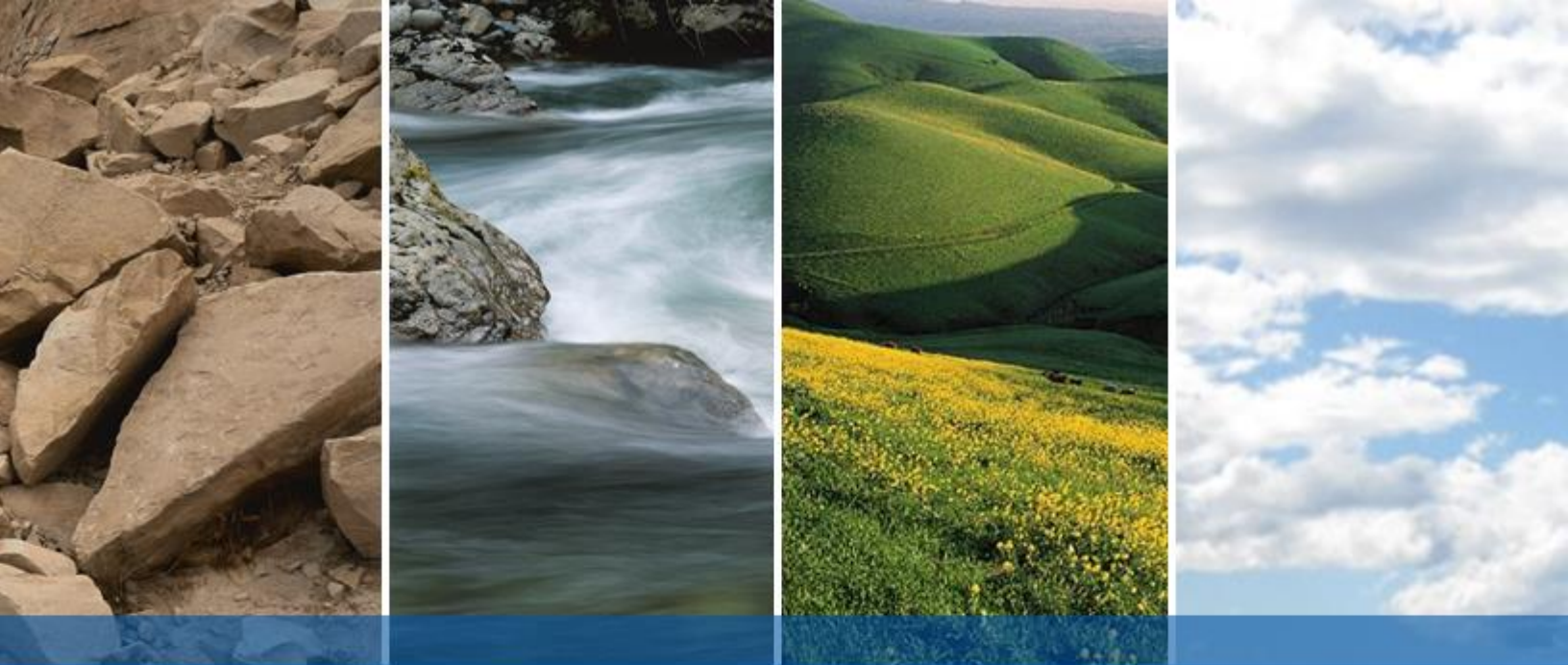
This Resolution shall become effective immediately upon its passage and adoption.

**Attachment 1 – Engineer's Report for Magee Preserve Development (dated July 19, 2023)**

**Attachment 2 – Legal Description and Plat**

**Attachment 3 – Notice of Adoption of Resolution and Notice of Assessment**

**Attachment 4 – Ballot**



# **MAGEE PRESERVE ANNEXATION CONTRA COSTA COUNTY, CALIFORNIA**

## **ENGINEER'S REPORT**

**SUBMITTED TO**  
Wiedemann Ranch Geologic Hazard Abatement District

**PREPARED BY**  
ENGEO Incorporated

July 19, 2023

**PROJECT NO.**  
8889.200.000

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## **ENGINEER'S REPORT**

### **WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT MAGEE PRESERVE ANNEXATION**

(Pursuant to the Public Resources Code of the State of California, Section 26500 et seq.)

## **CERTIFICATION OF FILING**

The Wiedemann Ranch Geologic Hazard Abatement District ("GHAD") provides monitoring and maintenance of improvements related to geologic hazard management and other responsibilities as a landowner, within the Magee Preserve Development portion of the Wiedemann Ranch GHAD, and levies and collects assessments to perform its activities.

The improvements, which are generally identified in this report, are defined as any activity necessary or incidental to the prevention, mitigation, abatement, or control of a geologic hazard, construction, maintenance, repair, or operation of improvement; or the issuance and servicing of bonds issued to finance any of the foregoing (Pub. Resources Code § 26505).

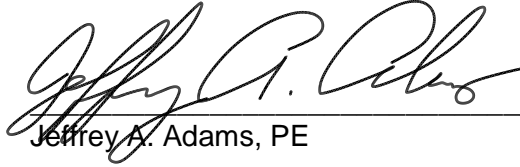
This report consists of eight parts, as follows.

- I. INTRODUCTION
- II. BACKGROUND
- III. GEOLOGIC HAZARD ABATEMENT DISTRICT BOUNDARIES
- IV. SERVICE LEVELS
- V. DESCRIPTION OF GHAD-MAINTAINED IMPROVEMENTS
- VI. ASSESSMENT METHOD
- VII. ASSESSMENT - BUDGET
- VIII. HOMEOWNERS ASSOCIATION (HOA) RESPONSIBILITIES

The undersigned respectfully submits the enclosed Engineer's Report.

Date: July 19, 2023

By: ENGEO Incorporated



Jeffrey A. Adams, PE



## ENGINEER'S REPORT

WIEDEMANN RANCH  
GEOLOGIC HAZARD ABATEMENT DISTRICT  
MAGEE PRESERVE ANNEXATION  
CONTRA COSTA COUNTY, CALIFORNIA  
for the  
ESTABLISHMENT OF AN ASSESSMENT LIMIT

### I. INTRODUCTION

The Contra Costa County Board of Supervisors formed the Wiedemann Ranch Geologic Hazard Abatement District ("GHAD" or "District") on September 1, 1998 (Resolution No. 98/438), under the authority of the California Public Resources Code, Division 17, Section 26500 et seq. ("GHAD Law"). The GHAD Board of Directors approved the annexation of the Magee Preserve development into the GHAD on July 13, 2021, with the approval of Resolution No. 2021/03 (GHAD Annexation Area). The GHAD Annexation Area consists of 410 acres. The members of the Contra Costa County Board of Supervisors act as the Board of Directors of the GHAD ("Board of Directors").

### II. BACKGROUND

The Wiedemann Ranch Board of Directors approved the Revised Plan of Control dated July 16, 2023, for the Magee Preserve Development Annexation ("Plan of Control") with the approval of Resolution No. 2023/04 on August 1, 2023. The Plan of Control describes the GHAD's responsibilities to permanently monitor and maintain GHAD improvements within the GHAD Annexation Area. This Engineer's Report describes the establishment of an assessment level to fund GHAD activities necessary or incidental to geologic hazard mitigation, abatement, and control.

### III. GEOLOGIC HAZARD ABATEMENT DISTRICT BOUNDARIES

The boundaries for the GHAD Annexation Area are shown in the legal description and plat attached hereto as Exhibits A and B.

### IV. SERVICE LEVELS

The GHAD's activities are those that are necessary or incidental to the prevention, mitigation, abatement, or control of geologic hazards including construction, maintenance, repair, or operation of any improvement; and the issuance and servicing of bonds, or other debt, issued to finance any of the improvements.

The GHAD provides for the administration and review of improvements within budgeted limits established by the Board of Directors, including the following services.

1. Oversight of GHAD operations, including reporting to the GHAD Board of Directors.
2. In conjunction with the Contra Costa County Assessor's Office, setting the annual levying of assessments on the property tax roll.



3. Engagement of technical professionals to perform the monitoring duties as described in the Plan of Control.
4. Performance of GHAD maintenance activities in accordance with the Plan of Control. These maintenance activities include, but are not limited to, the following.
  - General maintenance of the surface drainage improvements within the GHAD Annexation Area. The GHAD is responsible for general monitoring, maintenance, and repair of the concrete-lined drainage ditches, storm drain inlets and outlets in open space, subdrain outlets, and risers.
  - Monitoring and maintenance of detention basin/water quality basins within the GHAD Annexation Area
  - Monitoring and maintenance of measurement devices, such as piezometers, inclinometers, and tiltmeters, if any
  - Maintenance of gates, fencing, and signage within the GHAD-owned parcels
  - Observation of slopes and creek banks for erosion, landslide, and related slope instability
  - Vegetation control for fire suppression on GHAD-owned parcels and blading of fire roads
5. The GHAD will also have maintenance, monitoring, and repair responsibilities for slopes, which include natural, reconstructed or partially reconstructed landslides
6. Preparation of annual GHAD budgets and other GHAD related documents for consideration by the Board of Directors

## **V. DESCRIPTION OF GHAD-MAINTAINED IMPROVEMENTS**

The GHAD-maintained improvements are described in the Revised Plan of Control for the Magee Preserve development, dated July 17, 2023. In general, these improvements include water-quality facilities; drainage systems, including lined ditches in developed areas and open space; open-space storm drain inlets and outlets; subdrains and outlets; retaining walls; and access roadways.

## **VI. ASSESSMENT METHOD**

The improvements and GHAD responsibilities described in Sections IV and V are distributed within the GHAD Annexation Area. The improvements described in this document are intended to confer the following special benefits to the assessed parcels.

1. Mitigation and abatement of slope instability
2. Mitigation and abatement of erosion due to uncontrolled surface water
3. Protection of water quality
4. Protection from wild land fires due to unmanaged vegetation

The GHAD assessment is distributed among all residential property owners within the GHAD Annexation Area. The improvements and responsibilities listed in Sections IV and V provide specific benefits to the properties within the GHAD Annexation Area and the improvements are constructed for the benefit of those assessed and do not provide a special benefit to the general public.



The GHAD Annexation Area consists of 69 single-family residences. Single-family residential lots are assessed as one unit and are assessed equally. The total number of residential units within the GHAD Annexation Area was considered in light of the annual GHAD Annexation Area budget in developing the annual assessment amount.

The Engineer hereby finds that the residential properties within the GHAD Annexation Area receive approximately equal special benefit from the work and improvements within the GHAD. As a result, the GHAD assessment for the GHAD Annexation Area is distributed among all owners of parcels.

A financial analysis was performed to provide a framework for an operating budget for the ongoing abatement, mitigation, prevention, and control of geologic hazards within the GHAD Annexation Area. In preparation of the budget, several factors were considered, including the following.

1. Site geology
2. Remedial grading
3. Proximity of geologic hazards to the proposed residential structures
4. Improvements and residential structures
5. Site access considerations
6. Elements requiring routine maintenance, including the following.
  - Surface drainage facilities
  - Graded slopes
  - Retaining walls
  - Bioretention and detention basin facilities
  - Fire breaks and fire roads
7. Ownership of land within GHAD Annexation Area

## **VII. ASSESSMENT - BUDGET**

The purpose of this Engineer's Report is to establish the assessment level and the apportionment of the assessment within the GHAD Annexation Area as required under Proposition 218. The annual budget in each subsequent fiscal year will apprise the GHAD Board of Directors of the estimated budget for the upcoming year.

Based on the estimated expenses for ongoing operations and allowing for larger (approximately \$500,000) geologic events at 10-year intervals, a budget was prepared for the purpose of estimating initial assessment levels (Exhibit C).

The Engineer recommends an annual assessment limit for the GHAD Annexation Area of \$2,690.00 per single-residential unit (Fiscal Year 2023/24 dollars). The proposed initial assessment level will be automatically adjusted annually on April 30 of each year to reflect the percentage change in the San Francisco-Oakland-Hayward Consumers Price Index for All Urban Consumers.

While the assumptions and estimated expenses listed in Exhibit B were used to determine the assessment levels for the GHAD Annexation Area, they do not represent the actual budget for any one year of the GHAD's operation, since initiation of the levy on the individual parcels will be based on the issuance of certificates of occupancy, which will occur over a number of years. In addition, the Engineer anticipates that the projected expense amounts will be reached over time and that these amounts will be inflation-adjusted in the year that the expenses occur.

Pursuant to the schedule set forth in Section 6 and Exhibit B of the Plan of Control for the Magee Preserve Development, the GHAD reserve at the time of transfer will be a minimum of \$93,000. The minimum reserve amount represents the estimated total assessments that will be collected from within the Magee Preserve Development during the period the developer is responsible for all GHAD activities. The reserve amount requirement may be satisfied by including remaining cash and receivables from the Contra Costa County Tax Collector during the period that the developer of the Magee Preserve Development is responsible for performing the GHAD activities. Additional funds contributed directly by the developer to satisfy the minimum reserve requirement, if any, shall be provided to the Wiedemann Ranch GHAD prior to its acceptance of the monitoring and maintenance responsibilities within the Magee Preserve Development.

## **VIII. DEVELOPER RESPONSIBILITIES**

The developer of the Site is responsible for managing and maintaining the GHAD Annexation Area until the GHAD accepts responsibility for the GHAD Improvements as set forth in the Plan of Control and in this Engineers Report. In addition, the developer is responsible for funding any necessary GHAD functions or business undertaken for the GHAD Annexation Area that the GHAD Officers or Board of Directors determine are necessary before the GHAD accepts the GHAD Improvements. If the developer fails to fund all or a portion of these costs, the costs shall be covered by the funds generated by and for the GHAD Annexation Area (i.e., through the assessment) and the developer shall be required to reimburse the GHAD for such costs before the GHAD can accept monitoring and maintenance responsibilities for the GHAD Improvements.

The GHAD may utilize funds generated by or for the GHAD Annexation Area to conduct any necessary GHAD functions or business for the GHAD Annexation Area required before the GHAD accepts the GHAD improvements. Such functions and business can include periodic reporting to the GHAD Board of Directors and work performed by GHAD Officers to verify the GHAD is implemented in accordance with the Plan of Control and GHAD Law.



**EXHIBIT A**  
**LEGAL DESCRIPTION**

## **Exhibit A – Legal Description**

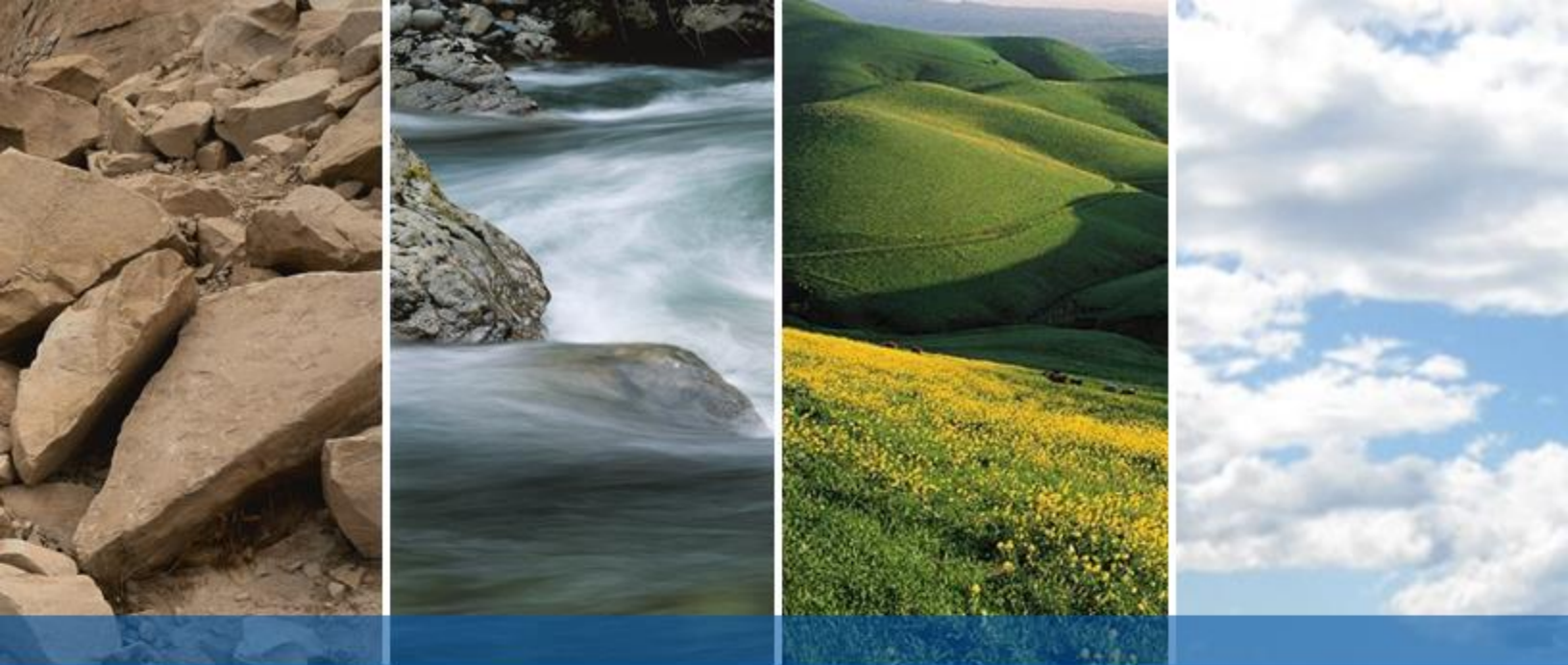
### Magee Preserve

Real property situate in the Town of Danville, County of Costa, State of California, and being all of New Lots 1, 2, and 3 as described in the Grant Deed to Teardrop Partners, LP, a California Limited Partnership, filed for record on January 30, 2014, under document number 2014-015148, Contra Costa County Records; and Parcel A as shown upon the Parcel Map of Subdivision MS 152-77, filed on September 26<sup>th</sup>, 1980 in Book 89 of Parcel Maps at Page 45, Contra Costa County Records; and Lot 2 as described in the Lot Line Adjustment 98-19 filed for record on October 22, 1998, under document number 98-0262058, Contra Costa County Records; and Lot 3 as described in the Grant Deed to Magee Investment Company, A California Corporation, filed for record on October 22, 1998, under document number 98-0262061, Contra Costa County Records; and Parcel 5 as described in the Grant Deed to Teardrop Partners, LP, filed for record on September 24, 1998, under document number 98-0231704, Contra Costa County Records.

Containing 410.37 acres, more or less.

**See Exhibit B** – Plat to Accompany Legal Description which is attached hereto and made a part hereof

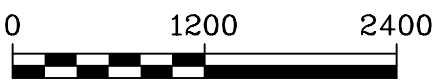
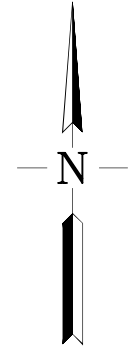
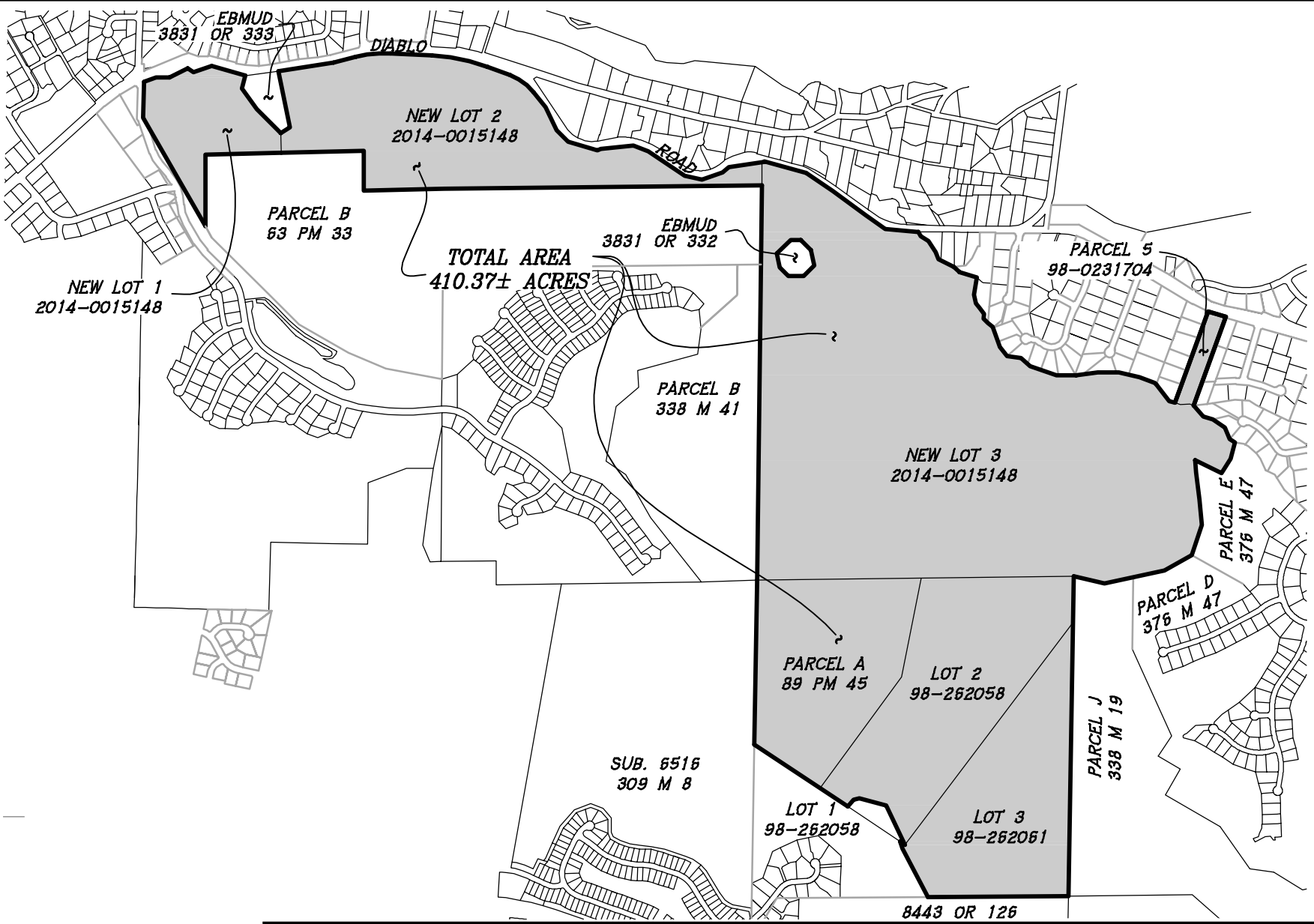
End of description.



## **EXHIBIT B**

**PLAT TO ACCOMPANY LEGAL DESCRIPTION**


C:\JOB2009\091015IP\SURVEY\CAD FILES\PLATS\MAGEE\_OVERALL.DWG 3/5/2021 2:00:27 PM



( IN FEET )  
1 inch = 1200 ft.

**EXHIBIT B**  
**PLAT TO ACCOMPANY LEGAL DESCRIPTION**  
**FOR**  
**MAGEE PRESERVE**

TOWN OF DANVILLE, CONTRA COSTA COUNTY, CALIFORNIA



**RUGGERI-JENSEN-AZAR**  
 ENGINEERS ■ PLANNERS ■ SURVEYORS  
 4690 CHABOT DRIVE, SUITE 200 PLEASANTON, CA 94588  
 PHONE: (925) 227-9100 FAX: (925) 227-9300

SCALE: 1" = 1200'	DATE: 3/29/2021	JOB NO.: 091015IP
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## **EXHIBIT C**

**BUDGET – July 19, 2023**

**Wiedemann Ranch Geologic Hazard Abatement District  
Magee Preserve Annexation**

**Budget – July 19, 2023**

**ASSUMPTIONS**

Total No. of Single-Family Residential Units	69
Annual Assessment per Unit (FY 2023/2024)	\$2,690
Annual Adjustment in Assessment (estimated)	2.6%
Inflation (estimated)	2.6%
Investment Earnings (estimated)	4.0%
Frequency of Large-Scale Repair (years)	20
Cost of Large-Scale Repair (2023/2024 \$)	\$500,000

**ESTIMATED ANNUAL EXPENSES IN 2023/2024 DOLLARS**

Administration (e.g., Manager, Treasurer, Legal Counsel)	\$24,000
Outside Administration Services, Membership, and Insurance	\$6,450
Monitoring Activities	\$13,500
Maintenance and Operation	\$56,269
Capital Improvements (e.g., Storm Drain, Ditch, and Fence)	\$39,913
Major Repair (Annualized)	\$25,000
Miscellaneous & Contingency (5%)	<u>\$8,257</u>
<b>TOTAL</b>	<b>\$173,389</b>





## ATTACHMENT 2

### Exhibit A – Legal Description

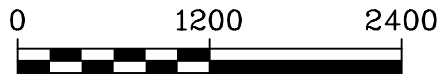
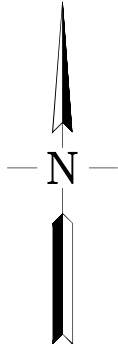
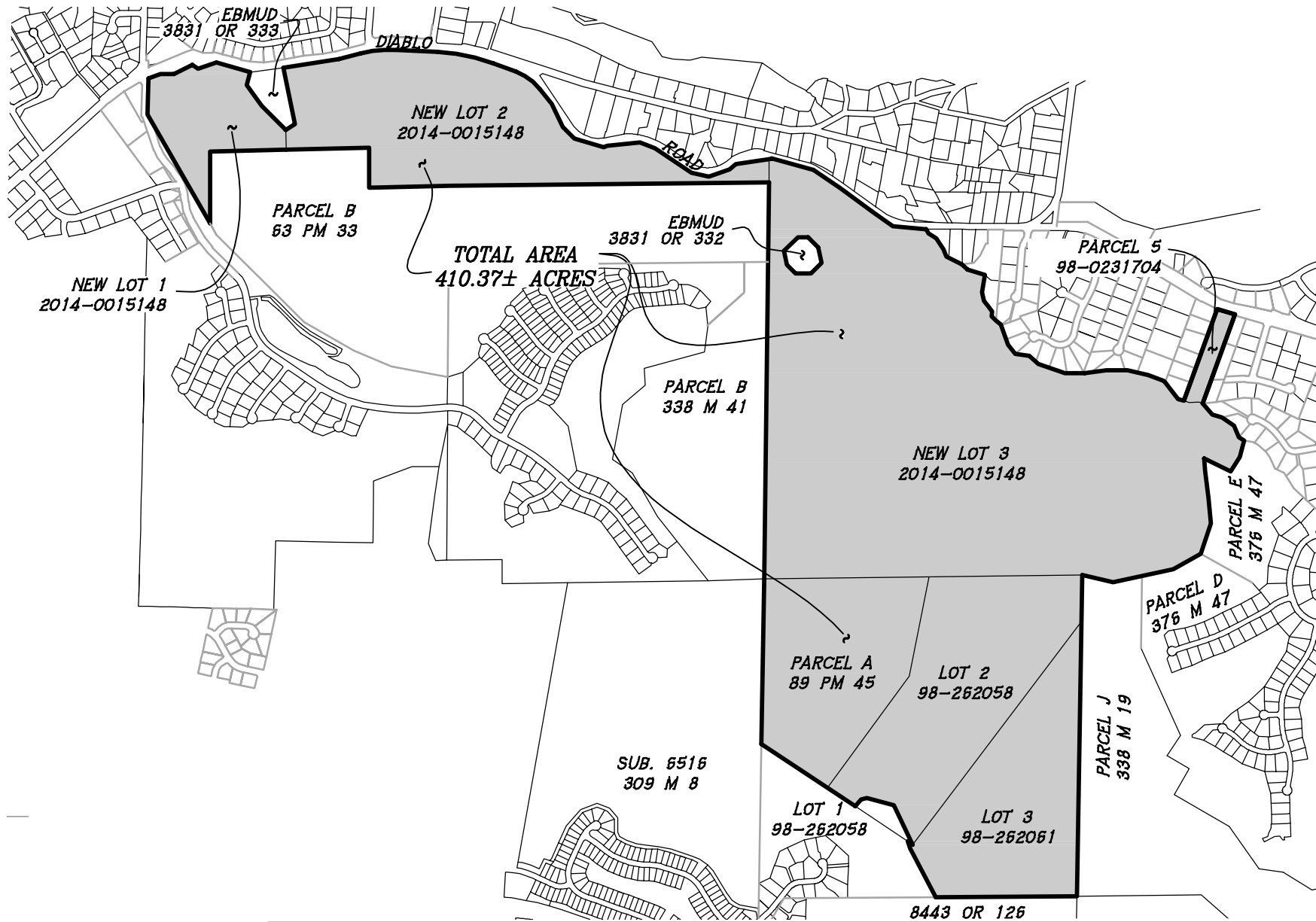
#### Magee Preserve

Real property situate in the Town of Danville, County of Costa, State of California, and being all of New Lots 1, 2, and 3 as described in the Grant Deed to Teardrop Partners, LP, a California Limited Partnership, filed for record on January 30, 2014, under document number 2014-015148, Contra Costa County Records; and Parcel A as shown upon the Parcel Map of Subdivision MS 152-77, filed on September 26<sup>th</sup>, 1980 in Book 89 of Parcel Maps at Page 45, Contra Costa County Records; and Lot 2 as described in the Lot Line Adjustment 98-19 filed for record on October 22, 1998, under document number 98-0262058, Contra Costa County Records; and Lot 3 as described in the Grant Deed to Magee Investment Company, A California Corporation, filed for record on October 22, 1998, under document number 98-0262061, Contra Costa County Records; and Parcel 5 as described in the Grant Deed to Teardrop Partners, LP, filed for record on September 24, 1998, under document number 98-0231704, Contra Costa County Records.

Containing 410.37 acres, more or less.

**See Exhibit B** – Plat to Accompany Legal Description which is attached hereto and made a part hereof


End of description.



( IN FEET )  
1 inch = 1200 ft.

**EXHIBIT B**  
**PLAT TO ACCOMPANY LEGAL DESCRIPTION**  
**FOR**  
**MAGEE PRESERVE**

TOWN OF DANVILLE, CONTRA COSTA COUNTY, CALIFORNIA



**RUGGERI-JENSEN-AZAR**  
 ENGINEERS • PLANNERS • SURVEYORS  
 4690 CHABOT DRIVE, SUITE 200 PLEASANTON, CA 94588  
 PHONE: (925) 227-9100 FAX: (925) 227-9300

SCALE: 1" = 1200'	DATE: 3/29/2021	JOB NO.: 091015IP
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C:\JOB2009\091015IP\SURVEY\CAD FILES\PLATS\MAGEE\_OVERALL.DWG 3/5/2021 2:00:27 PM

**NOTICE OF (1) ADOPTION OF RESOLUTION NO. 2023/05 BY THE BOARD OF DIRECTORS OF THE WIEDEMANN RANCH GEOLOGIC HAZARD ABATEMENT DISTRICT, (2) PROPOSED ASSESSMENT FOR MAGEE PRESERVE DEVELOPMENT, AND (3) PUBLIC HEARING FOR OCTOBER 3, 2023**

On September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) and appointed itself to serve as the GHAD Board of Directors.

**NOTICE IS HEREBY GIVEN that:**

On August 8, 2023, the GHAD Board adopted Resolution No. 2023/05 declaring its intention to impose an assessment on the Magee Preserve Development property included in the GHAD and directing that a public hearing be scheduled to consider adoption of this assessment to finance the Magee Preserve Development within the GHAD. The total yearly estimated budget for the Magee Preserve development within the Wiedemann Ranch GHAD as set forth in the Magee Preserve Development Engineer's Report is \$173,389. If the assessment is adopted, each residential unit will be assessed a maximum of \$2,690.00 per year (Fiscal Year 2023/2024 dollars), plus an annual adjustment to reflect the percentage change in the San Francisco-Oakland-Hayward Consumers Price Index (CPI) for All Urban Consumers. The assessment will be levied beginning in first fiscal year after issuance of a certificate of occupancy and the assessment will continue to be levied in perpetuity.

The attached Magee Preserve Development Engineer's Report (dated July 19, 2023) for the was prepared by a registered engineer, certified in the State of California, and describes the reason for the assessment and the basis upon which the amount of the proposed assessment was calculated. The Engineer's Report specifically sets forth the yearly estimated budget, the total assessment, the proposed estimated assessments to be levied each year against each parcel of property, and a description of the method used in formulating the estimated assessment. A copy of GHAD Board Resolution No. 2023/05 is available for inspection at Wiedemann Ranch GHAD, c/o ENGEIO Incorporated, 2010 Crow Canyon Place, Suite 250, San Ramon, CA 94583.

The GHAD Board will conduct a public hearing on October 3, 2023, at the chambers of the Contra Costa County Board of Supervisors, Room 107, Administration Building, 1025 Escobar Street, Martinez, California at 9 a.m. or thereafter.

The following paragraph provides the procedure for returning and tabulating the ballots. Copies of this Notice, a sealable ballot, and the Magee Preserve Development Engineer's Report are being sent to each of the property owners within the Magee Preserve Development GHAD.

The ballot may be completed and mailed, or hand delivered, to Wiedemann Ranch Geologic Hazard Abatement District, % ENGEIO Incorporated, GHAD Manager, 2010 Crow Canyon Place, Suite 250, San Ramon, CA 94583 or may be submitted at the public hearing. Each ballot may be submitted, withdrawn, or changed at any time prior to the conclusion of the testimony on the proposed assessment at the public hearing. At the hearing, the GHAD Clerk or some other impartial person not having a vested interest in the outcome of the proposed assessment, shall tabulate the ballots and the GHAD Board shall consider any objections or protests to the assessment and certify the tabulation of the ballots.

The GHAD Board shall not impose the assessment if there is a majority protest. A majority protest exists if, upon conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots shall be weighted according to the proportional financial obligation of the affected property.

Inquiries regarding the proposed assessment may be made by mail to: Wiedemann Ranch GHAD % ENGEEO Incorporated, GHAD Manager Attn: Haley Ralston, 2010 Crow Canyon Place, Suite 250, San Ramon, CA 94583, by phone at (925) 866-9000, or by e-mail at hralston@engeo.com.

Enclosures: Magee Preserve Development Engineer's Report (dated July 19, 2023)  
Sealable Ballot

**BALLOT**

Wiedemann Ranch Geologic Hazard Abatement District  
For Magee Preserve Development Assessment

**Identification of Parcel:** Assessor's Parcel Numbers(s) \_\_\_\_\_

**Record Owner:** \_\_\_\_\_

\_\_\_\_\_ **Yes**, I approve the proposed annual benefit assessment described in the attached Notice on the property described by the parcel numbers identified in this Ballot.

\_\_\_\_\_ **No**, I do not approve the proposed annual benefit assessment described in the attached Notice on the property described by the parcel numbers identified in this Ballot.

\_\_\_\_\_  
Signature of Record Owner or Authorized Representative of the  
above identified parcel(s)

Dated: \_\_\_\_\_

Mail or deliver sealed Ballot to:

Wiedemann Ranch Geologic Hazard Abatement District  
c/o ENGEO Incorporated, GHAD Manager  
Attention: Haley Ralston  
2010 Crow Canyon Place, Suite 250  
San Ramon, CA 94583



**THE BOARD OF DIRECTORS OF WIEDEMANN RANCH  
GEOLOGIC HAZARD ABATEMENT DISTRICT**

Adopted this Resolution on August 8, 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**RESOLUTION NO. 2023/05 (WIEDEMANN RANCH GHAD)**

---

**SUBJECT:** Resolution declaring the Wiedemann Ranch Geologic Hazard Abatement District's intent to order the assessment set forth in the Magee Preserve Development Engineer's Report dated July 19, 2023 and set a public hearing for October 3, 2023 to consider the proposed assessment and any objections thereto.

**WHEREAS**, on September 1, 1998, the Contra Costa County Board of Supervisors adopted Resolution 98/438 approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD) which included the Norris Canyon Estates Development and appointed itself to serve as the GHAD Board of Directors.

**WHEREAS**, on April 11, 2000, the GHAD Board of Directors adopted Resolutions 2000/166 and 200/167 approving annexation of the Henry Ranch development into the Wiedemann Ranch GHAD.

**WHEREAS**, on July 29, 2014, the GHAD Board of Directors adopted Resolution 2014/03 approving annexation of the Elworthy Ranch development into the Wiedemann Ranch GHAD.

**WHEREAS**, on January 19, 2016, the GHAD Board of Directors adopted Resolution 2014/01 approving annexation of the Red Hawk (formerly Podva) development into the GHAD.

**WHEREAS**, the GHAD Board approved separate assessments on all the developments mentioned above that are located within the GHAD.

**WHEREAS**, on July 13, 2021, the GHAD Board of Directors adopted Resolution 2021/03 approving annexation of the Magee Preserve Development into the GHAD.

**WHEREAS**, in order to pay for costs and expenses of maintaining and operating the GHAD improvements as set forth in the Revised Magee Preserve Development Plan of Control dated July 17, 2023, a funding source must be established.

**WHEREAS**, an Engineer's Report (attached as Attachment 1) has been prepared to support a real property assessment against the 69 residential units in the Magee Preserve Development at a Fiscal Year 2023/24 level of \$2,690.00 per each residential unit.

**WHEREAS**, Public Resources Code sections 26650 *et seq.* authorize, after a noticed public hearing, the levy and collection of an assessment upon specially benefited property within the Magee Preserve Development portion of the GHAD to pay for the maintenance and operation of GHAD improvements within the development. Article XIII(D) of the California Constitution imposes additional requirements for the levy and collection of said assessment.

**WHEREAS**, the Magee Preserve Development Engineer's Report was prepared by the GHAD Manager to reflect the Magee Preserve Development Plan of Control adopted by the GHAD Board on August 8, 2023 the GHAD Manager is a registered professional engineer, certified in the State of California, in compliance with Public Resources Code section 26651(a) and section 4(b) of Article XIII (D) of the California Constitution; the Engineer's Report attached hereto as Attachment 1 sets forth the purpose of the Magee Preserve Development portion of the GHAD, the estimated budget, the total assessment that will be chargeable to the Magee Preserve Development portion of the GHAD, the proposed estimated assessment to be levied against each parcel of property within the Magee Preserve Development portion of the GHAD, and a description of the method used in formulating the estimated assessments.

**WHEREAS**, the property within the Magee Preserve Development portion of the GHAD is identified on the map attached as Attachment 2 and each parcel is proposed to be assessed.

**The Board of Directors of the GHAD HEREBY RESOLVES THAT:**

1. The GHAD Board declares its intention, consistent with the requirements of Article XIII (D) of the California Constitution, Public Resources Code sections 26650 *et seq.*, Government Code section 53750, and Elections Code section 4000, to order that the cost and expenses of maintaining and operating GHAD improvements in the Magee Preserve Development acquired or constructed pursuant to Public Resources Code sections 26500 *et seq.* shall be assessed against the property within the Magee Preserve Development portion of the GHAD, which is benefited by the these properties in this portion of the GHAD.

2. The GHAD Board shall not order this assessment if a majority protest exists within the Magee Preserve Development portion of the GHAD as defined in Section 4(e) of Article XIII(D) of the California Constitution.

3. Each of the parcels identified in Attachment 2 will receive a particular and distinct special benefit in the form of GHAD facilities and services that are over and above the general benefits received by the general public. Specifically, the GHAD's maintenance responsibilities include prevention and abatement of geologic hazards, such as landslides and slope erosion, within the Magee Preserve Development portion of the GHAD. The GHAD will have responsibilities that include (a) maintenance of slopes, retaining walls, drainage ditches, and storm drain systems, (b) vegetation control for fire suppression, and (c) establishment of a reserve to fund, prevent, mitigate, abate or control geologic hazards within the GHAD. These special benefits are described in the Magee Preserve Development Plan of Control.

4. Following the issuance of each certificate of occupancy for the 69 residential units identified in Attachment 2, that lot will be assessed within the development described in the attached Engineer's Report. The annual assessment amount for each residential unit was calculated by dividing the annual Magee Preserve Development portion of the GHAD budget by the number of residential units planned within the that portion of the GHAD boundaries and applying the assessment ratio for each unit type provided in the Engineer's Report.

5. The GHAD Board has reviewed and considered the attached Engineer's Report for the Magee Preserve Development. The special benefit derived from the GHAD by each parcel is proportionate to the entire costs of the Magee Preserve Development portion of the GHAD, and the amount of the assessment is proportional to, and no greater than, the benefits conferred on each parcel. The assessment does not exceed the reasonable cost of the proportional special benefit conferred on each parcel.

6. The GHAD Board directs the GHAD Manager to mail or cause to be mailed, no later than three (3) days after adoption of this Resolution, the "Notice of Adoption of Resolution and Notice of Assessment" of the Public Hearing, in substantially the same form as in Attachment 3 ("Notice") to the record owners of each parcel upon which the assessment will be imposed. The sealable Ballot, attached hereto as Attachment 4, and the Magee Preserve Development Engineer's Report, shall be attached to the Notice.

7. The GHAD Board will conduct a public hearing on October 3, 2023, at the chambers of the Contra Costa County Board of Supervisors, Administration Building, 1025 Escobar Street, Martinez, California at 9 a.m. or thereafter. The Manager of the GHAD shall deliver all sealed ballots received from record owners of parcels within the Magee Preserve Development portion of the GHAD to the GHAD hearing. The ballots shall remain sealed until they are tabulated. The GHAD Board shall permit a change, withdrawal, or submittal of a ballot at any time prior to the conclusion of the public testimony on the proposed assessment at the public hearing. The GHAD Board shall consider all protests against the proposed assessment. At the GHAD Board hearing, the Clerk of the GHAD, or some other impartial person not having a vested interest in the outcome of the proposed assessment, shall tabulate the ballots, and shall weight the ballots according to the proportional financial obligation of the affected property. The GHAD Board shall not impose the assessment if there is a majority protest as that term is defined by Section 4(e) of Article XIII (D) of the California Constitution. If there is no majority protest, the GHAD Board shall authorize the assessment. Following the public hearing, the GHAD Board shall consider the adoption of the canvas of votes for the GHAD.

8. Upon authorization of the assessment, the GHAD Board shall levy the authorized assessment on the 69 residential units the first fiscal year following issuance of a certificate of occupancy for each of those parcels on which the residences are located.

This Resolution shall become effective immediately upon its passage and adoption.

**Attachment 1 – Engineer's Report for Magee Preserve Development (dated July 19, 2023)**

**Attachment 2 – Legal Description and Plat**

**Attachment 3 – Notice of Adoption of Resolution and Notice of Assessment**

**Attachment 4 – Ballot**



Contra  
Costa  
County

To: Wiedemann Ranch GHAD Board of Directors  
From: Patricia E. Curtin, GHAD Attorney and General Manager  
Date: August 8, 2023

Subject: Weidemann Ranch Resolution 2023/05

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**RECOMMENDATION(S):**

ADOPT Resolution No. 2023/05 to APPROVE Wiedemann Ranch Geological Hazard Abatement District (GHAD) Magee Preserve Development Engineer’s Report dated July 19, 2023, DECLARE the GHAD’s intent to order an assessment for the Magee Preserve Development, and SET a public hearing date 45 days after notice is provided to consider the proposed assessment and any protests thereto.

**FISCAL IMPACT:**

The GHAD is funded 100% through assessments levied on properties within the GHAD. Developer of the Magee Preserve Development is responsible for paying all costs of annexation into the GHAD.

**BACKGROUND:**

CONSIDER approving the formation of the Wiedemann Ranch Geologic Hazard Abatement District (GHAD), which included the Norris Canyon Estates development and appointed itself to serve as the GHAD Board of Directors. Four developments have been annexed into the GHAD since its formation in 1998. These include:

- Henry Ranch (Subdivision 8118) in San Ramon on April 11, 2000, with the adoption of Resolution No. 2000/167
- 

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Stacey M. Boyd, Deputy

Contact: Haley Ralston (909) 373-5457

cc:

BACKGROUND: (CONTD)

Elworthy Ranch in Danville on July 29, 2014, with the adoption of Resolution 2014/03

- Red Hawk (formerly Podva Property) (Subdivision 9309) in Danville on January 19, 2016, with the approval of Resolution 2016/01
- Magee Preserve (Subdivision 9291) in Danville on July 13, 2021, with the approval of Resolution 2021/03

The Magee Preserve Development was annexed into the GHAD, but an Engineer's Report and assessment has yet to be approved, therefore the Magee Preserve development currently receives no services from the GHAD. To secure a funding source for the Magee Preserve Development, an Engineer's Report (dated July 19, 2023) has been prepared to fund the GHAD-maintained improvements identified in the Revised Magee Preserve Development Plan of Control dated July 17, 2023. The Engineer's Report recommends an assessment limit of \$2,690.00 per each residential unit (Fiscal Year 2023/24 dollars). The annual assessment limit would be adjusted annually based on the San Francisco-Oakland-Hayward Consumer Price Index (CPI). The proposed assessment does not impact or change the existing assessments for Norris Canyon, Henry Ranch, Elworthy Ranch, or Red Hawk landowners in the GHAD.

To allow the GHAD Board to consider approval of the proposed assessment, the property owner of the Magee Preserve Development will be provided with a copy of the Engineer's Report, a Notice of Intent to Order an Assessment, and a ballot (Resolution 2023/05).

CONSEQUENCE OF NEGATIVE ACTION:

Funding will not be available to perform GHAD services within the Magee Preserve Development.

AGENDA ATTACHMENTS

Resolution No. 2023/05

Wiedemann Ranch Engineers Report

MINUTES ATTACHMENTS

Signed Resolution No. 2023/05



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

Subject: Claims

---

**RECOMMENDATION(S):**

DENY claims filed by Robert Alley, Alice and Walter Burns, Reigh Louie Fiesta, Arthur and Melissa Mayfield, Andrea Renzulli, Christian Rutledge, Subro Claims on behalf of Geico Insurance, a subrogee of Paula Carrol Moore, Vasona Management, Inc., and 3150 Garrity Way, DE, LLC.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Robert Alley: Property claim for damage to vehicle in the amount of \$1,405.  
Alice & Walter Burns: Property claim for damage to landscaping in the amount of \$6,500.  
Reigh Louie Fiesta: Personal injury claim related to auto accident in an amount to be determined.  
Arthur & Melissa Mayfield: Property claim for damage to fence in the amount of \$5,000.  
Andrea Renzulli: Personal injury claim related to broken chair in an amount to be determined.  
Christian Rutledge: Property claim for damage to vehicle in the amount of \$7,469.92.  
Subro Claims Inc. o/b/o Geico Insurance

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Stacey M. Boyd, Deputy

Contact: Risk Management

cc:

BACKGROUND: (CONT'D)

a/s/o Paula Carrol Moore: Subrogation claim for damage to vehicle in the amount of \$2,692.55.

Vasona Management, Incorporated: Property claim for damage to brick planter in the amount of \$3,393.30.

3150 Garrity Way, DE, LLC: Breach of contract claim related to damage to property in the amount of \$2,272,115.74.

CONSEQUENCE OF NEGATIVE ACTION:

Not acting on the claims could extend the claimants time limits to file actions against the County.



**Supervisor Ken Carlson - July 2023 AB1234 Re**  
 (Government Code Section 53232.3(d) requires that members legislative  
 attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
10-Jul	Meeting with County Administrator, Monica Nino	Martinez
11-Jul	Board of Supervisors Meeting	Martinez
18-Jul	Board of Supervisors Meeting	Martinez
26-Jul	California State Association of Counties	Sacramento

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

**port**  
bodies report on meetings  
meals, lodging, etc).

**Purpose**

Monthly Briefing

Decision on Agenda Items

Decision on Agenda Items

New Supervisors Seminar




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

**Supervisor Candace Andersen, District 2 – AB1234 Monthly Meeting Report July 2023**

Date	Meeting Name	Location
4	4 <sup>th</sup> of July events	Orinda/Danville
6	MP&L	Lafayette
6	Mayors conf	Moraga
10	Internal Ops	Martinez
10	SWAT	Orinda
11	Board of Supervisors	Martinez
12	CCCERA	Concord
12	Familiar Faces	Zoom
12	LAFCO	Martinez
13	Danville RE Marketing speaking event	Danville
13	Board of Supervisors special	Martinez
13	EBEDA	Zoom
13	CCCTA	Zoom
17	TRAFFIX	Zoom
18	Board of Supervisors	Martinez
19	Joint Conf Committee	Zoom
20	CCCTA	Concord
20	ABAG	Zoom
26	CCCERA	Concord
27	San Ramon Chamber State of the County	San Ramon
27	Recycle Smart	Walnut Creek
31	JCC	Zoom



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

Subject: ACCEPT Board members meeting reports for June 2023

---

**RECOMMENDATION(S):**

ACCEPT Board members meeting reports for June 2023.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Government Code section 53232.3(d) requires that members of legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging ex cetera). The attached reports were submitted by the Board of Supervisors members in satisfaction of this requirement. District I and V have nothing to report.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Board of Supervisors will not be in compliance with Government Code 53232.3(d).

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Joellen Bergamini 925.655.2000

cc:

ATTACHMENTS

District II July 2023 Report

District III July 2023  
Report

District IV July 2023  
Report



# The Board of Supervisors of Contra Costa County, California

In the matter of recognizing Guita Bahramipour for her 12 years as a volunteer to Contra Costa County.

Resolution No. 2023/518

**WHEREAS**, since her appointment in May 24, 2011, Mrs. Guita Bahramipour continuously served on the Alcohol and Other Drugs Advisory Board; and

**WHEREAS**, Mrs. Guita Bahramipour consistently supported the mission of the Alcohol and Other Drugs Advisory Board; and

**WHEREAS**, Mrs. Guita Bahramipour effectively collaborated, with community partners, to advance the objectives of the Advisory Board; and

**WHEREAS**, Mrs. Guita Bahramipour enthusiastically supported the Alcohol and Other Drugs Advisory Board projects pertaining to Substance Use Disorders and Behavioral Health; and

**WHEREAS**, Mrs. Guita Bahramipour represented the Alcohol and Other Drugs Advisory Board at several groups, coalitions and community events like the Clean Slate, Diaper Drive, Cannabis Forum, Housing, Co-Occurring Disorders Training, Employment for clients with SUD, Youth, Take Back Days, etc.; and

**WHEREAS**, Mrs. Guita Bahramipour provided effective leadership as Chair and committee Chair, between the Alcohol and Other Drugs Advisory Board and other community constituents, including local leaders, Mental Health Commission and the Council on Homelessness; and

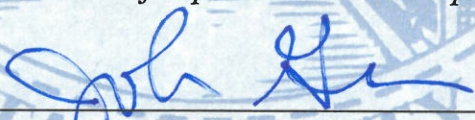
**WHEREAS**, Mrs. Guita Bahramipour fulfilled the mission of the Board by volunteering a number of hours at Board meetings and community events including Community Forums in anticipation of the transition to Drug Medi-Cal (DMC) for the entire Substance Use Disorder System of Care; and

**WHEREAS**, the Alcohol and Other Drugs Advisory Board has been most fortunate to have had a person of her knowledge and dedication to advance the Substance Use needs of the LGBTQ community; and

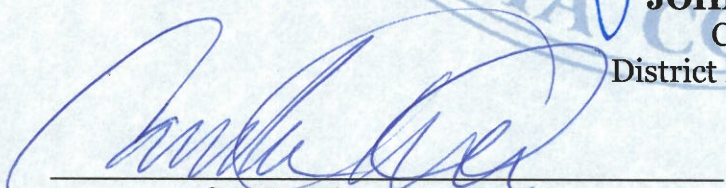
**WHEREAS**, Mrs. Guita Bahramipour is being honored by her peers who are members of the Alcohol and Other Drugs Advisory Board at the occasion of their August 2023 Monthly Board meeting; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Contra Costa County does hereby recognize Mrs. Guita Bahramipour for her many contributions to the Contra Costa County Alcohol and Other Drugs Advisory Board.

*PASSED by a unanimous vote of the Board of Supervisors members present this 8<sup>th</sup> day of August 2023.*



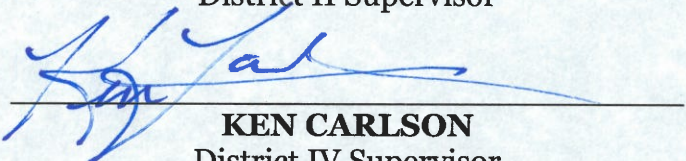
**JOHN GIOIA**  
Chair,  
District I Supervisor



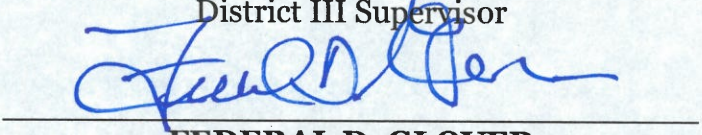
**CANDACE ANDERSEN**  
District II Supervisor



**DIANE BURGIS**  
District III Supervisor



**KEN CARLSON**  
District IV Supervisor



**FEDERAL D. GLOVER**  
District V Supervisor



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

ATTESTED: August 8, 2023

MONICA NINO, Clerk of the Board of Supervisors and County Administrator

By , Deputy



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

In the matter of:

**Resolution No. 2023/518**

recognizing **Guita Bahramipour** for her 12 years as a volunteer to Contra Costa County.

*Mrs. Guita Bahramipour consistently supported the mission of the Alcohol and Other Drugs Advisory Board; and*

***WHEREAS**, since her appointment in May 24, 2011, Mrs. Guita Bahramipour continuously served on the Alcohol and Other Drugs Advisory Board; and*

***WHEREAS**, Mrs. Guita Bahramipour effectively collaborated with community partners to advance the objectives of the Advisory Board; and*

***WHEREAS**, Mrs. Guita Bahramipour enthusiastically supported the Alcohol and Other Drugs Advisory Board projects pertaining to Substance Use Disorders and Behavioral Health; and*

***WHEREAS**, Mrs. Guita Bahramipour represented the Alcohol and Other Drugs Advisory Board at several groups, coalitions and community events like the Clean Slate, Diaper Drive, Cannabis Forum, Housing, Co-Occurring Disorders Training, Employment for clients with SUD, Youth, Take Back Days, etc.; and*

***WHEREAS**, Mrs. Guita Bahramipour provided effective leadership as Chair and committee Chair between the Alcohol and Other Drugs Advisory Board and other community constituents including local leaders, Mental Health Commission and the Council on Homelessness; and*

***WHEREAS**, Mrs. Guita Bahramipour fulfilled the mission of the Board by volunteering a number of hours at Board meetings and community events including Community Forums in anticipation of the transition to Drug Medi-Cal (DMC) for the entire Substance Use Disorder System of Care.; and*

***WHEREAS**, the Alcohol and Other Drugs Advisory Board has been most fortunate to have had a person of her knowledge and dedication to advance the Substance Use needs of the LGBTQ community; and*

***WHEREAS**, Mrs. Guita Bahramipour is being honored by her peers who are members of the Alcohol and Other Drugs Advisory Board at the occasion of their August 2023 Monthly Board meeting; and*

that the County Board of Supervisors does hereby recognize Mrs. Guita Bahramipour for her many contributions to the Contra Costa County Alcohol and Other Drugs Advisory Board.

\_\_\_\_\_  
**JOHN GIOIA**

Chair, District I Supervisor

\_\_\_\_\_  
**CANDACE ANDERSEN**

District II Supervisor

\_\_\_\_\_  
**DIANE BURGIS**

District III Supervisor

\_\_\_\_\_  
**KEN CARLSON**

District IV Supervisor

\_\_\_\_\_  
**FEDERAL D. GLOVER**

District V Supervisor

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

ATTESTED: August 8, 2023

Monica Nino, County Administrator

By: \_\_\_\_\_, Deputy

Contra  
Costa  
County



To: Board of Supervisors  
From: Candace Andersen, District II Supervisor  
Date: August 8, 2023

**Subject:** Resolution recognizing Guita Bahramipour for her 12 Years of Volunteerism to Contra Costa County

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: 9256552300

cc:

AGENDA ATTACHMENTS

Resolution 2023/518

MINUTES ATTACHMENTS

Signed Resolution No.

2023/518

## Chapter 42-4 OFFICIAL SUCCESSORS/CONTINUITY OF GOVERNMENT

### 42-4.002 Definitions.

"Disaster," "unavailable," and "standby officers" mean as "Unavailable" has the meaning set forth in Military and Veterans Government Code Section 1550.01 section 8636.

"War" means as set forth in Military and Veterans Code Section 18.

~~(Ord. (Ords. 2023\_15 §12; 1880: Ord.; 1685: prior code § 3110)-.)~~

### 42-4.004 Appointments for succession.

(a) The board of supervisors shall appoint three standby officers (designated No. 1, No. 2, and No. 3) for each of the five members of the board of supervisors. These appointments shall be updated annually.

~~(b) If the chair of the board of supervisors becomes unavailable, the duties of the chair do not pass to the standby officer for that supervisor, but pass to the vice-chair of the board. If the chair and vice-chair both become unavailable, the duties of the chair pass to the remaining elected board member with the longest seniority on the board. If no elected board member is available, the duties of the chair pass to the standby officer who is chosen as chair by the standby board of supervisors.~~

~~(Ords. 2023\_15 §12; 1880: Ord.; 1685: prior code § 3111)-.)~~

### 42-4.006 Procedures and duties.

(a) The board of supervisors shall examine, investigate, ~~appoint~~, remove, and replace standby officers in accordance with Military and Veterans Government Code Sections 1550.03, 1550.04 and 1550.05; and the chairman 8638, 8639, and 8640. The board chair, or the vice-chair in his the chair's absence, the vice chairman, shall administer the oath required by Government Code Section 1550.05- 8640.

(b) The board shall file with the Secretary of State a copy of its action appointing, removing, or replacing any standby officers.

(c) Standby officers shall have the duties ~~and authority~~ prescribed in Military and Veterans Government Code Section 1550.06- 8641.

(d) The county clerk shall provide each standby ~~office officer~~ with a copy of Military and Veterans Government Code Title 2, Division 71, Chapter 17, Article 615, Sections 1550 8635 through 1550.18644, inclusive, and of Sections 42-4.004 4002 through 42-4.010, inclusive, of this code.

~~(Ord. (Ords. 2023\_15 §12; 1880: Ord.; 1685: prior code § 3112)-.)~~

### 42-4.008 Temporary appointments.

If all members of the board of supervisors, including all standby members, ~~be become~~ unavailable, temporary ~~members of the board of supervisors, if needed, officers~~ shall be appointed ~~by the chairman of the board of supervisors of the following counties, acting in the order listed if the chairman of to serve until a county listed earlier is unavailable: regular member or a standby member becomes available or until the election or appointment of a new regular or standby member.~~

- (1) — Alameda;
- (2) — San Francisco;
- (3) — Santa Clara;
- (4) — Sacramento;
- (5) — San Mateo;
- (6) — San Joaquin;
- (7) — Marin.

The Temporary officers shall be appointed pursuant to Government Code section 8644 as follows:

- (a) ~~By the chair of the board of supervisors finds and determines that these counties are of any other county within one hundred fifty 150 miles of this county, and are beginning with the nearest and most populated counties, in order of their listing, county and going to the farthest and least populated; and if that person is unavailable,~~
- (b) ~~(Ord. By the mayor of any city within 150 miles of this county, beginning with the nearest and most populated city and going to the farthest and least populated.~~  
(Ords. 2023-15 §12; 1880-Ord.; 1685: prior code § 3113-.)

#### 42-4.010 Filling and review of appointments.

- (a) At its second regular meeting in March of each year, or as soon thereafter as practicable, the board of supervisors shall review the status of all standby appointments. The board shall inquire whether three standbys for each member of the board of supervisors are available. Vacancies for standbys shall be filled in accordance with ~~Section 42-4.006-~~ Government Code Sections 8638, 8639, and 8640.
- (b) At the same ~~time~~ meeting the board shall review its designation by resolution of an alternative temporary county seat pursuant to Government Code Section 23600. (Ords. 2023-15 §12; 1880; 1685: prior code § 3114.)

(Ord. 1880: Ord. 1685: prior code § 3114).

## ***Chapter 42-4 CONTINUITY OF GOVERNMENT***

### **42-4.002 Definitions.**

“Unavailable” has the meaning set forth in Government Code section 8636.

(Ords. 2023-15 §12; 1880; 1685: prior code § 3110.)

### **42-4.004 Appointments for succession.**

- (a) The board of supervisors shall appoint three standby officers (designated No. 1, No. 2, and No. 3) for each of the five members of the board of supervisors. These appointments shall be updated annually.
- (b) If the chair of the board of supervisors becomes unavailable, the duties of the chair do not pass to the standby officer for that supervisor, but pass to the vice-chair of the board. If the chair and vice-chair both become unavailable, the duties of the chair pass to the remaining elected board member with the longest seniority on the board. If no elected board member is available, the duties of the chair pass to the standby officer who is chosen as chair by the standby board of supervisors.

(Ords. 2023-15 §12; 1880; 1685: prior code § 3111.)

### **42-4.006 Procedures and duties.**

- (a) The board of supervisors shall examine, investigate, remove, and replace standby officers in accordance with Government Code Sections 8638, 8639, and 8640. The board chair, or the vice-chair in the chair’s absence, shall administer the oath required by Government Code Section 8640.
- (b) The board shall file with the Secretary of State a copy of its action appointing, removing, or replacing any standby officers.
- (c) Standby officers shall have the duties prescribed in Government Code Section 8641.
- (d) The county clerk shall provide each standby officer with a copy of Government Code Title 2, Division 1, Chapter 7, Article 15, Sections 8635 through 8644, inclusive, and of Sections 42-4.002 through 42-4.010, inclusive, of this code.

(Ords. 2023-15 §12; 1880; 1685: prior code § 3112.)

### **42-4.008 Temporary appointments.**

If all members of the board of supervisors, including all standby members, become unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member.

Temporary officers shall be appointed pursuant to Government Code section 8644 as follows:

- (a) By the chair of the board of supervisors of any other county within 150 miles of this county, beginning with the nearest and most populated county and going to the farthest and least populated; and if that person is unavailable,



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- (b) By the mayor of any city within 150 miles of this county, beginning with the nearest and most populated city and going to the farthest and least populated.

(Ords. 2023-15 §12; 1880; 1685: prior code § 3113.)

**42-4.010 Filling and review of appointments.**

- (a) At its second regular meeting in March of each year, or as soon thereafter as practicable, the board of supervisors shall review the status of all standby appointments. The board shall inquire whether three standbys for each member of the board of supervisors are available. Vacancies for standbys shall be filled in accordance with Government Code Sections 8638, 8639, and 8640.
- (b) At the same meeting the board shall review its designation by resolution of an alternative temporary county seat pursuant to Government Code Section 23600. (Ords. 2023-15 §12; 1880; 1685: prior code § 3114.)

(Ord. 1880: Ord. 1685: prior code § 3114).

## **Chapter 42-2 DISASTER COUNCIL AND EMERGENCY SERVICES**

### **Article 42-2.2. General**

#### **42-2.202 Authority.**

This chapter effectuates, and is authorized by, Government Code Sections 8550 ff, (the California Emergency Services Act) as amended from time to time.

(Ord. 72-83 § 1 (part), 1972).

#### **42-2.204 Purposes.**

The purpose of this chapter is to provide for:

- (1) The preparation and effectuation of plans to protect persons and property in this county in emergencies;
- (2) The creation, direction and operation of the county emergency organization; and
- (3) The coordination of the county's emergency services and functions with those of other public and private entities, organizations and persons.

(Ords. 82-55 § 1, 72-83).

#### **42-2.206 Definitions, emergency.**

- (a) "Emergency" means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this county caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake or other conditions, including conditions resulting from war or imminent threat of war (but not conditions resulting from a labor controversy), which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of this county, requiring the combined forces of other political subdivisions to combat.
- (b) Government Code Section 8558 Prevails. To the extent that this definition may conflict with the provisions of Government Code Section 8558, the latter shall prevail.
- (c) Government Code Definitions. Unless otherwise specifically provided, or required by the context, the terms in this chapter which are also used in Government Code Sections 8550 if, as recodified and/or amended from time to time, have the meanings therein.

(Ords. 82-55 § 2, 72-83).

### **Article 42-2.4. Policy Board/Operational Area Council**

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#### 42-2.402 Emergency services policy board establishment—Membership.

The Contra Costa County emergency services policy board is ~~created and its established. Its~~ membership consists of the following occupants of county or other public positions and offices:

- (a) ~~(a)~~ — County ~~administrator~~Administrator (chair);
  - (b) ~~(b)~~ — Sheriff (vice-chair);
  - ~~(c)~~ — ~~Emergency services director (secretary);~~
  - (c) ~~(d)~~ — County ~~counsel~~Counsel.
  - ~~(e)~~ — ~~Assistant county administrator;~~
  - (d) ~~(f)~~ — Director, ~~public works~~Public Works.
  - (e) ~~(g)~~ — Director, ~~health services~~Health Services.
  - (f) ~~(h)~~ — Fire ~~chief~~Chief, Contra Costa ~~fire protection district~~County Fire Protection District.
  - (g) ~~(i)~~ — Risk ~~manager~~Manager.
  - (h) ~~(j)~~ — Director, ~~community development~~Department of Conservation and Development.
  - (i) ~~(k)~~ — Director, ~~employment~~Employment and ~~human services~~Human Services.
  - ~~(l)~~ — ~~Director, general services;~~
  - (j) ~~(m)~~ — ~~Commander~~County Superintendent of Schools or designee, ~~California Highway Patrol, Contra Costa area~~;
  - ~~(n)~~ — ~~County superintendent of schools or designee;~~
  - (k) ~~(o)~~ — Director, ~~information technology~~Information Technology.
  - ~~(p)~~ — Representative from ~~public managers association;~~
  - (l) ~~(q)~~ — ~~Director, building inspection~~the Public Managers' Association.
- (Ords. ~~2023-15 §2, 2001-19 §-1, 2000-25 §1, 97-41 §-2, 82-55, 72-83~~.)

#### 42-2.404 Emergency services policy board—Purposes, duties, meetings.

- (a) ~~(a)~~ — Purpose. The emergency services policy board is an advisory body ~~providing assistance and advice to the county administrator, and as appropriate, to the director of emergency services that provides assistance and advice~~ on emergency preparedness planning efforts and the coordination of ~~such~~those planning efforts throughout the county.
- (b) ~~(b)~~ — Disaster Council. The emergency services policy board functions as the Contra Costa County disaster council ~~– pursuant to Government Code Section 8610.~~
- (c) ~~(c)~~ — Duties. The emergency services policy board shall review and make recommendations on emergency and mutual aid plans and agreements, and ~~such~~on any ordinances, resolutions and regulations ~~as that~~ are necessary to implement ~~such~~those plans and agreements.
- (d) ~~(d)~~ — Meetings. The emergency services policy board shall meet at least ~~quarterly~~once per year, at a date and time determined by the county administrator, chair, ~~of the policy board;~~ or in ~~his~~the county administrator's absence from the ~~county~~County or inability to act, ~~by the sheriff, vice chair of the policy board. The emergency services policy board may meet more frequently as needed.~~

(e) Staff. The director of the office of emergency services serves as staff and secretary to the emergency services policy board.

(Ords. 2023-15 §3, 2001-19 §-1, 2000-25 §1, 97-41 §-2, 82-55, 72-83~~)-.~~)

#### **42-2.406 Operational area council— Purposes, duties, meetings.**

- (a) Purpose. The operational area council is created as an advisory council to the emergency services policy board. The operational area council consists of emergency managers from incorporated cities, special districts, key utilities and businesses and staff of the sheriffs office, office of emergency services.
- (b) Duties. The operational area council discusses and considers countywide emergency management areas and issues and makes recommendations thereon to the emergency services policy board through the office of emergency services.
- (c) Meetings. The operational area council meets quarterly when a date and time are fixed by the emergency services director or otherwise as requested by any of the member agencies.

(Ords. 2001-19 § 1, 2000-25, § 1).

#### **Article 42-2.6. County Administrator, Director and Staff**

#### **42-2.602 Administrator of emergency services, alternates.**

- (a) The county administrator is the administrator of emergency services and is in charge of the ~~county's~~county's emergency organization. Unless otherwise specifically provided, or required by the context, all references in this chapter to the county administrator are in ~~his~~the county administrator's capacity as the administrator of emergency services.
- (b) The county administrator shall, with the board's approval, annually designate from the county administrator's office three alternate administrators of emergency services and their order of succession. These alternate administrators are the county administrator's standby officers in accordance with Government Code section 8638.
- (c) If the county administrator is temporarily or permanently unavailable to carry out the duties of administrator of emergency services, each alternate, in order of succession, shall have the powers and duties of the county administrator specified in this chapter. Upon assuming these powers and duties, an alternate shall immediately confer, if possible, with one or more members of the board of supervisors, including the chair of the board of supervisors if available.

(Ords. 2023-15 §4, 82-55-~~§5~~, 72-83~~)-.~~)

#### **42-2.603 Alternates to county administrator.**

- ~~(a) The county administrator shall, with the board's approval, designate alternates to his position under this chapter and their order of succession thereto.~~
- ~~(b) When the county administrator is unavailable, his alternates, in sequence, have his powers and duties under this chapter, but each shall then immediately confer, if possible, with one or more members of the board, including the chairman if available.~~

~~(Ord. 72-83 § 1 (part), 1972).~~

Section 42-2.603 of the County Ordinance Code is deleted.



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#### 42-2.604 Director and staff.

- (a) ~~(a)~~—The office of emergency services, which is a part of the ~~county's~~County's emergency organization, ~~shall be~~is a division in the office of the sheriff.
- (b) ~~(b)~~—The sheriff, in conjunction with the county administrator, shall appoint the director of the office of emergency services. The sheriff shall supervise the director of the office of emergency services, subject to the county ~~administrator's~~administrator's emergency powers and duties under this chapter. The director of the office of emergency services shall supervise the daily operations of the office of emergency services.
- (c) ~~(c)~~—The sheriff shall appoint the staff of the office of emergency services, who shall perform ~~such~~those tasks ~~as assigned by~~assigned by the sheriff ~~assigns~~, to fulfill the purposes of this chapter, ~~and~~ subject to the county ~~administrator's~~administrator's emergency powers and duties under this chapter.
- ~~(d)~~—
- (d) ~~(d)~~—The director of the office of emergency services shall, under the supervision of the sheriff ~~and with the assistance of the chiefs of emergency services~~, develop emergency plans, manage the emergency programs of the county, and have and perform ~~such~~ other powers and duties ~~as may be~~ assigned by the sheriff, subject to the county ~~administrator's~~administrator's emergency powers and duties under this chapter.

(Ords. ~~2023-15 §6, 97-42;~~ 82-55 §-6, 72-83; see also §-33-5.357~~;-~~.)

#### Article 42-2.8. County Administrator's Powers and Duties

#### 42-2.802 Proclaims local emergency.

When the board is not in session, the county administrator may proclaim a local emergency, but only after conferring if possible with one or more members of the board of supervisors, including the ~~chairman~~chair if available, or declaring in writing that ~~such a~~this conference is impossible ~~and filing the written declaration with the clerk of the board of supervisors.~~

(~~Ord.~~Ords. 2023-15 §7, 72-83 § 1 (part), 1972~~;-~~.)

#### 42-2.804 Requests state of emergency.

The county administrator may ask the Governor to proclaim a state of emergency when ~~he~~the county administrator deems locally available resources inadequate to cope with an emergency ~~ask the Governor to proclaim a state of emergency.~~

(~~Ord.~~Ords. 2023-15 §8, 72-83 § 1 (part), 1972~~;-~~.)

#### 42-2.806 Directs and coordinates.

- (a) ~~(a)~~ The county administrator shall control and direct the effort of the emergency organization of this county ~~for the accomplishment to accomplish~~ of the purposes of this chapter.
- (b) ~~(b)~~—~~He~~The county administrator shall direct cooperation between and coordination of services and staff of the emergency organization of this county, and resolve questions of authority and responsibility that may arise between them.

(~~Ord.~~Ords. 2023-15 §9, 72-83 § 1 (part), 1972~~;-~~.)

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#### 42-2.807 Represents county.

The county administrator is empowered to represent the county in any negotiation or consultation with public or private agencies on matters pertaining to emergencies.

(Ord. 82-55 § 7).

#### 42-2.808 Emergency powers.

~~(a) (a)~~—Emergencies. The county administrator has the powers and duties specified in this section when an emergency exists under Government Code ~~Section~~section 8558(a) or has been duly proclaimed pursuant to this chapter or Government Code ~~Sections~~sections 8558, 8625, or 8630.

~~(b) (b)~~—Regulations. ~~He~~The county administrator may make regulations reasonably related to the protection of life and property as affected by ~~such~~an emergency. The board shall, at the earliest practicable time, wholly or partly, ratify, modify, or repeal these regulations.

~~(c) (c)~~—~~Obtain Things.~~ ~~He~~Procurement of Goods and Services. The county administrator may obtain vital supplies, equipment, ~~and other properties~~goods, and ~~things~~services, found lacking and needed for the protection of life and property; ~~he~~ may bind the county for their fair value; and ~~he~~ may, if they are required immediately, commandeer them for public use.

~~(d) (d)~~—Require Services and Materials. ~~He~~The county administrator may require emergency services, personnel, or materials from any county officer, department, agency, or employee; ~~and if~~. If a state of war emergency exists, or if a state of emergency covering this county has been duly proclaimed, ~~he~~the county administrator may command the aid of as many persons of this county as ~~he deems~~deemed necessary in the execution of ~~his~~the county administrator's duties. ~~Such~~These persons have all the privileges, benefits, and immunities provided by state law for registered disaster service workers.

~~(Ord. Ords. 2023-15 §10, 82-55-§58, 72-83; see Gov. Code §§ 8610, 8657, etc.)~~

~~.~~

#### 42-2.810 Emergency expenditures.

- (a) Presumption. All expenditures for emergency activities, including mutual aid activities, shall be conclusively deemed to be for the direct protection and benefit of this county's people and their property.
- (b) Authorization. Every county department may expend its regular funds for assigned emergency purposes, to be refunded as the board deems appropriate from any available federal or state disaster relief funds.

(Ord. 72-83 § 1 (part), 1972).

### Article 42-2.10. Emergency Organization and Plan

#### 42-2.1002 Emergency organization.

The county's emergency organization comprises all county officers and employees, all volunteer forces enrolled to aid them during an emergency, and all persons who may by agreement or operation of law be charged with duties incident to the protection of life and property in this county during an emergency, including individuals impressed into service.

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(Ord. 72-83 § 1 (part), 1972).

**42-2.1004 Emergency plan.**

- (a) ~~(a)~~ — Development. The ~~disaster council~~ county office of emergency services shall develop the ~~county's~~ county's emergency plan after consulting with local emergency management agencies and keep it up to date.
- (b) ~~(b)~~ — Contents. The emergency plan shall provide for:
  - (1) ~~(1)~~ — The effective mobilization of ~~all the public and private resources~~ the emergency organization of this county to meet any condition(s) constituting, contributing to, or resulting from an emergency; and
  - (2) ~~(2)~~ — The emergency ~~organization's~~ organization's staff, organization, powers, duties, and services.
- (c) ~~(c)~~ — Adoption. The plan shall take effect as provided in the board resolution adopting it.  
(~~Ord. Ords. 2023-15 §11, 72-83 § 1 (part), 1972~~ -)

**Article 42-2.12. Enforcement**

**42-2.1202 Enforcement—Obstruction.**

No person shall wilfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful regulation issued pursuant to this chapter, or in the performance of any duty or function hereunder.

(Ord. 72-83 § 1 (part), 1972).

**42-2.1204 Enforcement—False identification.**

No person shall, without authority therefor, wear, carry or display any means of identification specified by the State Office of Emergency Services.

(Ord. 72-83 § 1 (part), 1972).

**42-2.1206 Enforcement—Misdemeanor, punishment.**

Any violation of any provision of this chapter is a misdemeanor and is punishable as provided in Government Code Section 8665 and this code.

(Ord. 82-55 § 9).



## ***Chapter 42-2 DISASTER COUNCIL AND EMERGENCY SERVICES***

### **Article 42-2.2. General**

#### **42-2.202 Authority.**

This chapter effectuates, and is authorized by, Government Code Sections 8550 ff, (the California Emergency Services Act) as amended from time to time.

(Ord. 72-83 § 1 (part), 1972).

#### **42-2.204 Purposes.**

The purpose of this chapter is to provide for:

- (1) The preparation and effectuation of plans to protect persons and property in this county in emergencies;
- (2) The creation, direction and operation of the county emergency organization; and
- (3) The coordination of the county's emergency services and functions with those of other public and private entities, organizations and persons.

(Ords. 82-55 § 1, 72-83).

#### **42-2.206 Definitions, emergency.**

- (a) "Emergency" means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this county caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake or other conditions, including conditions resulting from war or imminent threat of war (but not conditions resulting from a labor controversy), which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of this county, requiring the combined forces of other political subdivisions to combat.
- (b) Government Code Section 8558 Prevails. To the extent that this definition may conflict with the provisions of Government Code Section 8558, the latter shall prevail.
- (c) Government Code Definitions. Unless otherwise specifically provided, or required by the context, the terms in this chapter which are also used in Government Code Sections 8550 if, as recodified and/or amended from time to time, have the meanings therein.

(Ords. 82-55 § 2, 72-83).

### **Article 42-2.4. Policy Board/Operational Area Council**

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#### **42-2.402 Emergency services policy board establishment—Membership.**

The Contra Costa County emergency services policy board is established. Its membership consists of the following occupants of county or other public positions and offices.

- (a) County Administrator (chair).
- (b) Sheriff (vice-chair).
- (c) County Counsel.
- (d) Director, Public Works.
- (e) Director, Health Services.
- (f) Fire Chief, Contra Costa County Fire Protection District.
- (g) Risk Manager.
- (h) Director, Department of Conservation and Development.
- (i) Director, Employment and Human Services.
- (j) County Superintendent of Schools or designee.
- (k) Director, Information Technology.
- (l) Representative from the Public Managers' Association.

(Ords. 2023-15 §2, 2001-19 §1, 2000-25 §1, 97-41 §2, 82-55, 72-83.)

#### **42-2.404 Emergency services policy board—Purposes, duties, meetings.**

- (a) Purpose. The emergency services policy board is an advisory body to the county administrator that provides assistance and advice on emergency preparedness planning efforts and the coordination of those planning efforts throughout the county.
- (b) Disaster Council. The emergency services policy board functions as the Contra Costa County disaster council pursuant to Government Code Section 8610.
- (c) Duties. The emergency services policy board shall review and make recommendations on emergency and mutual aid plans and agreements, and on any ordinances, resolutions and regulations that are necessary to implement those plans and agreements.
- (d) Meetings. The emergency services policy board shall meet at least once per year, at a date and time determined by the county administrator, chair of the policy board; or in the county administrator's absence from the County or inability to act, by the sheriff, vice- chair of the policy board. The emergency services policy board may meet more frequently as needed.
- (e) Staff. The director of the office of emergency services serves as staff and secretary to the emergency services policy board.

(Ords. 2023-15 §3, 2001-19 §1, 2000-25 §1, 97-41 §2, 82-55, 72-83.)

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#### **42-2.406 Operational area council— Purposes, duties, meetings.**

- (a) Purpose. The operational area council is created as an advisory council to the emergency services policy board. The operational area council consists of emergency managers from incorporated cities, special districts, key utilities and businesses and staff of the sheriffs office, office of emergency services.
- (b) Duties. The operational area council discusses and considers countywide emergency management areas and issues and makes recommendations thereon to the emergency services policy board through the office of emergency services.
- (c) Meetings. The operational area council meets quarterly when a date and time are fixed by the emergency services director or otherwise as requested by any of the member agencies.

(Ords. 2001-19 § 1, 2000-25, § 1).

#### **Article 42-2.6. County Administrator, Director and Staff**

#### **42-2.602 Administrator of emergency services, alternates.**

- (a) The county administrator is the administrator of emergency services and is in charge of the county's emergency organization. Unless otherwise specifically provided or required by the context, all references in this chapter to the county administrator are in the county administrator's capacity as the administrator of emergency services.
- (b) The county administrator shall, with the board's approval, annually designate from the county administrator's office three alternate administrators of emergency services and their order of succession. These alternate administrators are the county administrator's standby officers in accordance with Government Code section 8638.
- (c) If the county administrator is temporarily or permanently unavailable to carry out the duties of administrator of emergency services, each alternate, in order of succession, shall have the powers and duties of the county administrator specified in this chapter. Upon assuming these powers and duties, an alternate shall immediately confer, if possible, with one or more members of the board of supervisors, including the chair of the board of supervisors if available.

(Ords. 2023-15 §4, 82-55, 72-83.)

#### **42-2.603 Alternates to county administrator.**

Section 42-2.603 of the County Ordinance Code is deleted.

#### **42-2.604 Director and staff.**

- (a) The office of emergency services, which is a part of the County's emergency organization, is a division in the office of the sheriff.
- (b) The sheriff, in conjunction with the county administrator, shall appoint the director of the office of emergency services. The sheriff shall supervise the director of the office of emergency services, subject to the county administrator's emergency powers and duties under this chapter. The director of the office of emergency services shall supervise the daily operations of the office of emergency services.
- (c) The sheriff shall appoint the staff of the office of emergency services, who shall perform those tasks assigned by the sheriff to fulfill the purposes of this chapter, subject to the county administrator's emergency powers and duties under this chapter.

- 
- (d) The director of the office of emergency services shall, under the supervision of the sheriff, develop emergency plans, manage the emergency programs of the county, and have and perform other powers and duties assigned by the sheriff, subject to the county administrator's emergency powers and duties under this chapter.

(Ords. 2023-15 §6, 97- 42, 82-55 §6, 72-83; see also §33-5.357.)

#### **Article 42-2.8. County Administrator's Powers and Duties**

##### **42-2.802 Proclaims local emergency.**

When the board is not in session, the county administrator may proclaim a local emergency, but only after conferring if possible with one or more members of the board of supervisors, including the chair if available, or declaring in writing that this conference is impossible and filing the written declaration with the clerk of the board of supervisors.

(Ords. 2023-15 §7, 72-83 § 1 (part), 1972.)

##### **42-2.804 Requests state of emergency.**

The county administrator may ask the Governor to proclaim a state of emergency when the county administrator deems locally available resources inadequate to cope with an emergency.

(Ords. 2023-15 §8, 72-83 § 1 (part), 1972.)

##### **42-2.806 Directs and coordinates.**

- (a) The county administrator shall control and direct the effort of the emergency organization of this county to accomplish of the purposes of this chapter.
- (b) The county administrator shall direct cooperation between and coordination of services and staff of the emergency organization of this county, and resolve questions of authority and responsibility that may arise between them.

(Ords. 2023-15 §9, 72-83 § 1 (part), 1972.)

##### **42-2.807 Represents county.**

The county administrator is empowered to represent the county in any negotiation or consultation with public or private agencies on matters pertaining to emergencies.

(Ord. 82-55 § 7).

##### **42-2.808 Emergency powers.**

- (a) Emergencies. The county administrator has the powers and duties specified in this section when an emergency exists under Government Code section 8558(a) or has been duly proclaimed pursuant to this chapter or Government Code sections 8558, 8625, or 8630.
- (b) Regulations. The county administrator may make regulations reasonably related to the protection of life and property as affected by an emergency. The board shall, at the earliest practicable time, wholly or partly, ratify, modify, or repeal these regulations.

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(c) Procurement of Goods and Services. The county administrator may obtain vital supplies, equipment, other goods, and services, found lacking and needed for the protection of life and property; may bind the county for their fair value; and may, if they are required immediately, commandeer them for public use.

(d) Require Services and Materials. The county administrator may require emergency services, personnel, or materials from any county officer, department, agency or employee. If a state of war emergency exists, or if a state of emergency covering this county has been duly proclaimed, the county administrator may command the aid of as many persons of this county as deemed necessary in the execution of the county administrator's duties. These persons have all the privileges, benefits, and immunities provided by state law for registered disaster service workers.

(Ords. 2023-15 §10, 82-55§8, 72-83; see Gov. Code §§ 8610, 8657, etc.)

#### **42-2.810 Emergency expenditures.**

(a) Presumption. All expenditures for emergency activities, including mutual aid activities, shall be conclusively deemed to be for the direct protection and benefit of this county's people and their property.

(b) Authorization. Every county department may expend its regular funds for assigned emergency purposes, to be refunded as the board deems appropriate from any available federal or state disaster relief funds.

(Ord. 72-83 § 1 (part), 1972).

### **Article 42-2.10. Emergency Organization and Plan**

#### **42-2.1002 Emergency organization.**

The county's emergency organization comprises all county officers and employees, all volunteer forces enrolled to aid them during an emergency, and all persons who may by agreement or operation of law be charged with duties incident to the protection of life and property in this county during an emergency, including individuals impressed into service.

(Ord. 72-83 § 1 (part), 1972).

#### **42-2.1004 Emergency plan.**

(a) Development. The county office of emergency services shall develop the county's emergency plan after consulting with local emergency management agencies and keep it up to date.

(b) Contents. The emergency plan shall provide for:

(1) The effective mobilization of the emergency organization of this county to meet any condition(s) constituting, contributing to, or resulting from an emergency; and

(2) The emergency organization's staff, organization, powers, duties, and services.

(c) Adoption. The plan shall take effect as provided in the board resolution adopting it.

(Ords. 2023-15 §11, 72-83 § 1 (part), 1972.)

### **Article 42-2.12. Enforcement**

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#### **42-2.1202 Enforcement—Obstruction.**

No person shall wilfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful regulation issued pursuant to this chapter, or in the performance of any duty or function hereunder.

(Ord. 72-83 § 1 (part), 1972).

#### **42-2.1204 Enforcement—False identification.**

No person shall, without authority therefor, wear, carry or display any means of identification specified by the State Office of Emergency Services.

(Ord. 72-83 § 1 (part), 1972).

#### **42-2.1206 Enforcement—Misdemeanor, punishment.**

Any violation of any provision of this chapter is a misdemeanor and is punishable as provided in Government Code Section 8665 and this code.

(Ord. 82-55 § 9).



ORDINANCE NO. 2023-15

AMENDMENTS TO DISASTER COUNCIL AND EMERGENCY SERVICES ORDINANCE

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 1. SUMMARY.** This ordinance amends the Disaster Council and Emergency Services Ordinance, Chapter 42-2 of the County Ordinance Code, to revise the membership of the County Emergency Services Policy Board and update continuity of County government provisions.

**SECTION 2.** Section 42-2.402 of the County Ordinance Code is amended to read:

**42-2.402 Emergency services policy board establishment – Membership.**

The Contra Costa County emergency services policy board is established. Its membership consists of the following occupants of county or other public positions and offices.

- (a) County Administrator (chair).
- (b) Sheriff (vice-chair).
- (c) County Counsel.
- (d) Director, Public Works.
- (e) Director, Health Services.
- (f) Fire Chief, Contra Costa County Fire Protection District.
- (g) Risk Manager.
- (h) Director, Department of Conservation and Development.
- (i) Director, Employment and Human Services.
- (j) County Superintendent of Schools or designee.
- (k) Director, Information Technology.

- (l) Representative from the Public Managers' Association. (Ords. 2023-15 §2, 2001-19 §1, 2000-25 §1, 97-41 §2, 82-55, 72-83.)

**SECTION 3.** Section 42-2.404 of the County Ordinance Code is amended to read:

**42-2.402 Emergency services policy board – Purposes, duties, meetings.**

- (a) Purpose. The emergency services policy board is an advisory body to the county administrator that provides assistance and advice on emergency preparedness planning efforts and the coordination of those planning efforts throughout the county.
- (b) Disaster Council. The emergency services policy board functions as the Contra Costa County disaster council pursuant to Government Code Section 8610.
- (c) Duties. The emergency services policy board shall review and make recommendations on emergency and mutual aid plans and agreements, and on any ordinances, resolutions and regulations that are necessary to implement those plans and agreements.
- (d) Meetings. The emergency services policy board shall meet at least once per year, at a date and time determined by the county administrator, chair of the policy board; or in the county administrator's absence from the County or inability to act, by the sheriff, vice-chair of the policy board. The emergency services policy board may meet more frequently as needed.
- (e) Staff. The director of the office of emergency services serves as staff and secretary to the emergency services policy board. (Ords. 2023-15 §3, 2001-19 §1, 2000-25 §1, 97-41 §2, 82-55, 72-83.)

**SECTION 4.** Section 42-2.602 of the County Ordinance Code is amended to read:

**42-2.602 Administrator of emergency services, alternates.**

- (a) The county administrator is the administrator of emergency services and is in charge of the county's emergency organization. Unless otherwise specifically provided or required by the context, all references in this chapter to the county administrator are in the county administrator's capacity as the administrator of emergency services.
- (b) The county administrator shall, with the board's approval, annually designate from the county administrator's office three alternate administrators of emergency services and their order of succession. These alternate administrators are the county administrator's standby officers in accordance with Government Code section 8638.

- (c) If the county administrator is temporarily or permanently unavailable to carry out the duties of administrator of emergency services, each alternate, in order of succession, shall have the powers and duties of the county administrator specified in this chapter. Upon assuming these powers and duties, an alternate shall immediately confer, if possible, with one or more members of the board of supervisors, including the chair of the board of supervisors if available. (Ords. 2023-15 §4, 82-55, 72-83.)

**SECTION 5.** Section 42-2.603 of the County Ordinance Code is deleted.

**SECTION 6.** Section 42-2.604 of the County Ordinance Code is amended to read:

**42-2.604 Director and staff.**

- (a) The office of emergency services, which is a part of the County’s emergency organization, is a division in the office of the sheriff.
- (b) The sheriff, in conjunction with the county administrator, shall appoint the director of the office of emergency services. The sheriff shall supervise the director of the office of emergency services, subject to the county administrator’s emergency powers and duties under this chapter. The director of the office of emergency services shall supervise the daily operations of the office of emergency services.
- (c) The sheriff shall appoint the staff of the office of emergency services, who shall perform those tasks assigned by the sheriff to fulfill the purposes of this chapter, subject to the county administrator’s emergency powers and duties under this chapter.
- (d) The director of the office of emergency services shall, under the supervision of the sheriff, develop emergency plans, manage the emergency programs of the county, and have and perform other powers and duties assigned by the sheriff, subject to the county administrator’s emergency powers and duties under this chapter. (Ords. 2023-15 §6, 97-42, 82-55 §6, 72-83; see also §33-5.357.)

**SECTION 7.** Section 42-2.802 of the County Ordinance Code is amended to read:

**42-2.802 Proclaims local emergency.**

When the board is not in session, the county administrator may proclaim a local emergency, but only after conferring if possible with one or more members of the board of supervisors, including the chair if available, or declaring in writing that this conference is impossible and filing the written declaration with the clerk of the board of supervisors. (Ords. 2023-15 §7, 72-83 § 1 (part), 1972.)

**SECTION 8.** Section 42-2.804 of the County Ordinance Code is amended to read:

**42-2.804 Requests state of emergency.**

The county administrator may ask the Governor to proclaim a state of emergency when the county administrator deems locally available resources inadequate to cope with an emergency. (Ords. 2023-15 §8, 72-83 § 1 (part), 1972.)

**SECTION 9.** Section 42-2.806 of the County Ordinance Code is amended to read:

**42-2.806 Directs and coordinates.**

- (a) The county administrator shall control and direct the effort of the emergency organization of this county to accomplish of the purposes of this chapter.
- (b) The county administrator shall direct cooperation between and coordination of services and staff of the emergency organization of this county, and resolve questions of authority and responsibility that may arise between them. (Ords. 2023-15 §9, 72-83 § 1 (part), 1972.)

**SECTION 10.** Section 42-2.808 of the County Ordinance Code is amended to read:

**42-2.808 Emergency powers.**

- (a) **Emergencies.** The county administrator has the powers and duties specified in this section when an emergency exists under Government Code section 8558(a) or has been duly proclaimed pursuant to this chapter or Government Code sections 8558, 8625, or 8630.
- (b) **Regulations.** The county administrator may make regulations reasonably related to the protection of life and property as affected by an emergency. The board shall, at the earliest practicable time, wholly or partly, ratify, modify, or repeal these regulations.
- (c) **Procurement of Goods and Services.** The county administrator may obtain vital supplies, equipment, other goods, and services, found lacking and needed for the protection of life and property; may bind the county for their fair value; and may, if they are required immediately, commandeer them for public use.
- (d) **Require Services and Materials.** The county administrator may require emergency services, personnel, or materials from any county officer, department, agency or employee. If a state of war emergency exists, or if a state of emergency covering this county has been duly proclaimed, the county administrator may command the aid of as many persons of this county as deemed necessary in the execution of the county

administrator's duties. These persons have all the privileges, benefits, and immunities provided by state law for registered disaster service workers. (Ords. 2023-15 §10, 82-55 §8, 72-83; see Gov. Code §§ 8610, 8657, etc.)

**SECTION 11.** Section 42-2.1004 of the County Ordinance Code is amended to read:

**42-2.1004 Emergency plan.**

- (a) **Development.** The county office of emergency services shall develop the county's emergency plan after consulting with local emergency management agencies and keep it up to date.
- (b) **Contents.** The emergency plan shall provide for:
  - (1) The effective mobilization of the emergency organization of this county to meet any condition(s) constituting, contributing to, or resulting from an emergency; and
  - (2) The emergency organization's staff, organization, powers, duties, and services.
- (c) **Adoption.** The plan shall take effect as provided in the board resolution adopting it. (Ords. 2023-15 §11, 72-83 § 1 (part), 1972.)

**SECTION 12.** Chapter 42-4 of the County Ordinance Code is amended to read:

**Chapter 42-4  
CONTINUITY OF GOVERNMENT**

**42-4.002 Definition.**

"Unavailable" has the meaning set forth in Government Code section 8636. (Ords. 2023-15 §12; 1880; 1685: prior code § 3110.)

**42-4.004 Appointments for succession.**

- (a) The board of supervisors shall appoint three standby officers (designated No. 1, No. 2, and No. 3) for each of the five members of the board of supervisors. These appointments shall be updated annually.
- (b) If the chair of the board of supervisors becomes unavailable, the duties of the chair do not pass to the standby officer for that supervisor, but pass to the vice-chair of the board. If the chair and vice-chair both become unavailable, the duties of the chair pass to the remaining elected board member with the longest seniority on the board. If no elected board member is available, the duties of the chair pass to the standby officer

who is chosen as chair by the standby board of supervisors. (Ords. 2023-15 §12; 1880; 1685: prior code § 3111.)

**42-4.006 Procedures and duties.**

- (a) The board of supervisors shall examine, investigate, remove, and replace standby officers in accordance with Government Code Sections 8638, 8639, and 8640. The board chair, or the vice-chair in the chair's absence, shall administer the oath required by Government Code Section 8640.
- (b) The board shall file with the Secretary of State a copy of its action appointing, removing, or replacing any standby officers.
- (c) Standby officers shall have the duties prescribed in Government Code Section 8641.
- (d) The county clerk shall provide each standby officer with a copy of Government Code Title 2, Division 1, Chapter 7, Article 15, Sections 8635 through 8644, inclusive, and of Sections 42-4.002 through 42-4.010, inclusive, of this code. (Ords. 2023-15 §12; 1880; 1685: prior code § 3112.)

**42-4.008 Temporary appointments.**

If all members of the board of supervisors, including all standby members, become unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed pursuant to Government Code section 8644 as follows:

- (a) By the chair of the board of supervisors of any other county within 150 miles of this county, beginning with the nearest and most populated county and going to the farthest and least populated; and if that person is unavailable,
- (b) By the mayor of any city within 150 miles of this county, beginning with the nearest and most populated city and going to the farthest and least populated. (Ords. 2023-15 §12; 1880; 1685: prior code § 3113.)

**42-4.010 Filling and review of appointments.**

- (a) At its second regular meeting in March of each year, or as soon thereafter as practicable, the board of supervisors shall review the status of all standby appointments. The board shall inquire whether three standbys for each member of the board of supervisors are available. Vacancies for standbys shall be filled in accordance with Government Code Sections 8638, 8639, and 8640.

- (b) At the same meeting the board shall review its designation by resolution of an alternative temporary county seat pursuant to Government Code Section 23600. (Ords. 2023-15 §12; 1880; 1685: prior code § 3114.)

**SECTION 13. EFFECTIVE DATE.** This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on August 8 2023, by the following vote:

AYES: John Gioia, Candace Andersen, Diane Burgis, Ken Carlson, Federal D. Glover

NOES: None

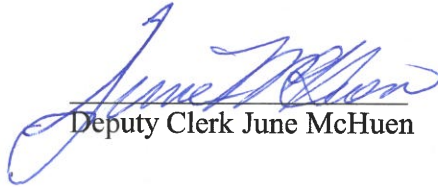
ABSENT: None

ABSTAIN: None

ATTEST: MONICA NINO,  
Clerk of the Board of Supervisors  
and County Administrator

  
Board Chair John Gioia

By:

  
Deputy Clerk June McHuen





ORDINANCE NO. 2023-15

AMENDMENTS TO DISASTER COUNCIL AND EMERGENCY SERVICES ORDINANCE

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- (d) Director, Public Works.
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- (f) Fire Chief, Contra Costa County Fire Protection District.
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- (h) Director, Department of Conservation and Development.
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- (b) Disaster Council. The emergency services policy board functions as the Contra Costa County disaster council pursuant to Government Code Section 8610.
- (c) Duties. The emergency services policy board shall review and make recommendations on emergency and mutual aid plans and agreements, and on any ordinances, resolutions and regulations that are necessary to implement those plans and agreements.
- (d) Meetings. The emergency services policy board shall meet at least once per year, at a date and time determined by the county administrator, chair of the policy board; or in the county administrator’s absence from the County or inability to act, by the sheriff, vice-chair of the policy board. The emergency services policy board may meet more frequently as needed.
- (e) Staff. The director of the office of emergency services serves as staff and secretary to the emergency services policy board. (Ords. 2023-15 §3, 2001-19 §1, 2000-25 §1, 97-41 §2, 82-55, 72-83.)

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- (d) **Require Services and Materials.** The county administrator may require emergency services, personnel, or materials from any county officer, department, agency or employee. If a state of war emergency exists, or if a state of emergency covering this county has been duly proclaimed, the county administrator may command the aid of as many persons of this county as deemed necessary in the execution of the county

administrator’s duties. These persons have all the privileges, benefits, and immunities provided by state law for registered disaster service workers. (Ords. 2023-15 §10, 82-55 §8, 72-83; see Gov. Code §§ 8610, 8657, etc.)

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- (b) Contents. The emergency plan shall provide for:
  - (1) The effective mobilization of the emergency organization of this county to meet any condition(s) constituting, contributing to, or resulting from an emergency; and
  - (2) The emergency organization’s staff, organization, powers, duties, and services.
- (c) Adoption. The plan shall take effect as provided in the board resolution adopting it. (Ords. 2023-15 §11, 72-83 § 1 (part), 1972.)

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**Chapter 42-4  
CONTINUITY OF GOVERNMENT**

**42-4.002 Definition.**

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**42-4.004 Appointments for succession.**

- (a) The board of supervisors shall appoint three standby officers (designated No. 1, No. 2, and No. 3) for each of the five members of the board of supervisors. These appointments shall be updated annually.
- (b) If the chair of the board of supervisors becomes unavailable, the duties of the chair do not pass to the standby officer for that supervisor, but pass to the vice-chair of the board. If the chair and vice-chair both become unavailable, the duties of the chair pass to the remaining elected board member with the longest seniority on the board. If no elected board member is available, the duties of the chair pass to the standby officer

who is chosen as chair by the standby board of supervisors. (Ords. 2023-15 §12; 1880; 1685: prior code § 3111.)

**42-4.006 Procedures and duties.**

- (a) The board of supervisors shall examine, investigate, remove, and replace standby officers in accordance with Government Code Sections 8638, 8639, and 8640. The board chair, or the vice-chair in the chair's absence, shall administer the oath required by Government Code Section 8640.
- (b) The board shall file with the Secretary of State a copy of its action appointing, removing, or replacing any standby officers.
- (c) Standby officers shall have the duties prescribed in Government Code Section 8641.
- (d) The county clerk shall provide each standby officer with a copy of Government Code Title 2, Division 1, Chapter 7, Article 15, Sections 8635 through 8644, inclusive, and of Sections 42-4.002 through 42-4.010, inclusive, of this code. (Ords. 2023-15 §12; 1880; 1685: prior code § 3112.)

**42-4.008 Temporary appointments.**

If all members of the board of supervisors, including all standby members, become unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed pursuant to Government Code section 8644 as follows:

- (a) By the chair of the board of supervisors of any other county within 150 miles of this county, beginning with the nearest and most populated county and going to the farthest and least populated; and if that person is unavailable,
- (b) By the mayor of any city within 150 miles of this county, beginning with the nearest and most populated city and going to the farthest and least populated. (Ords. 2023-15 §12; 1880; 1685: prior code § 3113.)

**42-4.010 Filling and review of appointments.**

- (a) At its second regular meeting in March of each year, or as soon thereafter as practicable, the board of supervisors shall review the status of all standby appointments. The board shall inquire whether three standbys for each member of the board of supervisors are available. Vacancies for standbys shall be filled in accordance with Government Code Sections 8638, 8639, and 8640.

- (b) At the same meeting the board shall review its designation by resolution of an alternative temporary county seat pursuant to Government Code Section 23600. (Ords. 2023-15 §12; 1880; 1685: prior code § 3114.)

**SECTION 13. EFFECTIVE DATE.** This ordinance becomes effective 30 days after passage, and within 15 days after passage shall be published once with the names of supervisors voting for or against it in the East Bay Times, a newspaper published in this County.

PASSED on \_\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO,  
Clerk of the Board of Supervisors  
and County Administrator

\_\_\_\_\_  
Board Chair

By:

\_\_\_\_\_  
Deputy

[SEAL]





Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

**Subject:** Adopt Ordinance to Update the Disaster Council and Emergency Services and Continuity of Government Sections of the County Ordinance Code

---

**RECOMMENDATION(S):**

ADOPT Ordinance No. 2023-15, amending the Disaster Council and Emergency Services Ordinance to revise the membership of the County Emergency Services Policy Board and update continuity of County government provisions.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The County Ordinance Code includes sections related to emergency services and disaster response, which set forth the County's framework for disaster response planning, emergency operations and recovery operations following an activation in response to a disaster. The County Administrator's Office initiated a comprehensive review of the County's emergency response structure within the County Ordinance Code resulting in a number of recommendations to update, modernize and streamline provisions that are, in some cases, 30-50 years old and no longer reflect our current day-to-day operations. In Contra Costa County, the County Administrator is the Administrator of Emergency Services and day-to-day functions of the Office of Emergency Services are operated by the Sheriff's Office.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Timothy M. Ewell, (925)  
655-2043

By: June McHuen, Deputy

cc:

## BACKGROUND: (CONT'D)

### **Chapter 42-2, "Disaster Council and Emergency Services"**

This section of the Ordinance Code relates to 1) the preparation and effectuation of plans to protect persons and property in this county in emergencies; 2) the creation, direction and operation of the county emergency organization; and 3) the coordination of the county's emergency services and functions with those of other public and private entities, organizations and persons. Below is a summary of the proposed updates to this section of the Ordinance Code.

*Emergency Services Policy Board.* The Emergency Services Policy Board (ESPB) is established by the Ordinance Code and is advisory to the County Administrator on County emergency preparedness planning efforts. Historically, the ESPB has been composed of fourteen (14), including both internal and external County stakeholders across several disciplines identified by job title (e.g., County Administrator, Sheriff-Coroner, etc.), but hasn't been updated in over 20 years. Since that time, certain job titles and related positions have been cancelled or retitled resulting in the need to update this section of the Code. In addition, the current membership composition is recommended to be updated from fourteen (14) members to twelve (12) members. This would remove the Chief Assistant County Administrator from the ESPB since the County Administrator is already a member and also remove the Director of Emergency Services from the ESPB since the Sheriff-Coroner is already a member. In the case of the Director of Emergency Services, that position is proposed to be designated as staff to the ESPB, which is the current practice.

*Administrator of Emergency Services, alternates.* Clarifies that appointment of alternates to the Administrator of Emergency Services (the County Administrator in cases of a disaster) is to be made annually by the Board of Supervisors and are consistent with the County Administrator's standby officers in accordance with [Government Code section 8638](#).

*Use of Gender-Neutral Pronouns.* The proposed edits to this area of the Ordinance Code also remove gender bias in the text by using gender neutral pronouns or references to specific job titles rather than gender specific pronouns. For example, references throughout the document to "he" in reference to the County Administrator are replaced with "the county administrator."

### **Chapter 42-4 "Continuity of Government"**

This section of the Ordinance Code relates to 1) succession planning of the Board of Supervisors should members of the Board become unavailable in a disaster; 2) procedures for establishing a list of standby officers annually; and 3) appointment of temporary members of the Board of Supervisors should members of the Board and their standby officers become unavailable. Below is a summary of the primary updates to this section of the Ordinance Code.

*Appointments for Succession.* Each year, the Board of Supervisors appoints three standby officers to serve in their stead in cases where a member of the Board becomes unavailable pursuant to [Government Code section 8638](#). The proposed updates to the Ordinance Code clarify that this process must occur annually. In addition, the proposed updates clarify the succession of duties from the Chair of the Board of Supervisors to the Vice Chair of the Board of Supervisors in cases where the Chair becomes unavailable. Specifically, if the Chair becomes unavailable, the responsibilities of the Chair transfer to the Vice Chair, not to the standby officer of the Chair. Similarly, if the Vice Chair subsequently becomes unavailable, then the responsibilities of the Chair transfer to the board member with the longest seniority on the board, not the standby officer of the Vice Chair.

*Procedures.* The current Ordinance Code makes legacy references to areas of the Military and Veterans Code, which have since been repealed, related to the duties of standby officers. The proposed Ordinance Code updates include current citations of relevant statute relating to both the appointment of standby officers and their duties, which is covered in various areas of the Government Code. This area of the Ordinance Code has not been updated in several decades and remains largely the same, but with the appropriate statutory references and citations.

*Temporary Appointments.* In cases where all of the Board of Supervisors, including their standby officers (three officers for each Board member; 15 total) become unavailable, temporary members of the Board of Supervisors may be appointed to maintain continuity of government operations. These temporary members of the Board of Supervisors may serve until members of the Board, or their standby officers, become available to continue serving or until such time as an election or appointment of a new regular or standby member of the Board of Supervisors is made. Currently, the Ordinance Code contemplates a process where the Chair of the Board of Supervisors in certain counties listed in the code can make appointments of temporary Board members in Contra Costa County under the unique circumstances previously discussed; however, [Government Code section 8644](#) clearly identifies the procedure for making such an appointment. The proposed updates to the Ordinance Code contemplate the statutory process outlined in [Government Code section 8644](#), which provides that 1) the Chair of the Board of Supervisors in any other county within 150 miles, beginning with the nearest and most populated county and going to the farthest and least populated, shall make the temporary appointment, but if that person is unavailable, then 2) the mayor of any city within 150 miles, beginning with the nearest and most populated city and going to the farthest and least populated, shall make the temporary appointment.

Today's action requests that the Board of Supervisors adopt the proposed Ordinance amending certain areas of the County Ordinance Code related to the Disaster Council and Emergency Services and Continuity of Government as outlined above. On [August 1, 2023](#), the Board of Supervisors introduced the ordinance, waived reading and scheduled August 8, 2023 for adoption. A copy of Ordinance No. 2023-15 is attached, along with redlined and clean copies of the Chapter 42-2, "Disaster Council and Emergency Services" and Chapter 42-4 "Continuity of Government" sections of the County Ordinance Code for reference.

AGENDA ATTACHMENTS

Ordinance No. 2023-15

Chapter 42-2 Disaster Council and Emergency Services - Clean

Chapter 42-2 Disaster Council and Emergency Services - Redline

Chapter 42-4 Continuity of Government - Clean

Chapter 42-4 Continuity of Government - Redline

MINUTES ATTACHMENTS

Signed Ordinance 2023-15



Contra  
Costa  
County

To: Board of Supervisors  
From: Candace Andersen, District II Supervisor  
Date: August 8, 2023

**Subject:** RESIGNATION FROM THE COUNTY SERVICE AREA P-2A CITIZENS ADVISORY COMMITTEE

---

**RECOMMENDATION(S):**

ACCEPT the resignation of Jerry Kidd from the Appointee 3 Seat on the County Service Area P-2A Citizens Advisory Committee for a term ending December 31, 2023, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Candace Andersen.

**FISCAL IMPACT:**

NONE

**BACKGROUND:**

The County Services Area P-2A Citizens Advisory Committee includes seven (7) appointees representing the Blackhawk county service area who advises the Board of Supervisors on the needs of the Blackhawk community for extended police services which shall include, but not be limited to, enforcement of the State Vehicle Code, crime prevention, litter control, and other issues.

**CONSEQUENCE OF NEGATIVE ACTION:**

The seat will remain filled, without the benefit of a member present.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Stacey M. Boyd, Deputy

Contact: Jill Ray, 925-655-2300

CHILDREN'S IMPACT STATEMENT:

NONE



Contra  
Costa  
County

To: Board of Supervisors  
From: Diane Burgis, District III Supervisor  
Date: August 8, 2023

Subject: VACANCY ON MENTAL HEALTH COMMISSION

---

**RECOMMENDATION(S):**

DECLARE vacant the District 3, Seat 2 on the Mental Health Commission previously held by Skyelar Cribbs due to resignation, and DIRECT the Clerk of the Board to post the vacancy, as recommended by Supervisor Diane Burgis.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

Ms. Cribbs notified the Mental Health Commission staff and the District office of her resignation effective immediately.

**CONSEQUENCE OF NEGATIVE ACTION:**

None.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Stacey M. Boyd, Deputy

Contact: Alicia Nuchols, 925-655-2335

cc:

**Budget Amendment: FY 2023-24 - Operating Budget on 08/02/2023 : BDA-23-00231**

**Budget Amendment Entries**

Period	*Ledger Account/Summary	Home Organization	*Cost Center	*Fund	Debit Amount	Credit Amount
FY 2023-24 Year (FY2023-24 Operating Budget)	9951:REIMBURSEMENTS - GOV/GOV	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$0.00	\$225,941.00
FY 2023-24 Year (FY2023-24 Operating Budget)	1044:RETIREMENT EXPENSE	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$31,993.00	\$0.00
FY 2023-24 Year (FY2023-24 Operating Budget)	1060:EMPLOYEE GROUP INSURANCE	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$38,576.00	\$0.00
FY 2023-24 Year (FY2023-24 Operating Budget)	1063:UNEMPLOYMENT INSURANCE	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$4,832.00	\$0.00
FY 2023-24 Year (FY2023-24 Operating Budget)	1070:WORKERS COMPENSATION INS	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$14,180.00	\$0.00
FY 2023-24 Year (FY2023-24 Operating Budget)	1011:PERMANENT SALARIES	3033 SB678 EB PRACTICES (Home Org)	3033 SB678 EB PRACTICES	100300 GENERAL	\$136,360.00	\$0.00





Contra  
Costa  
County

To: Board of Supervisors  
From:  
Date: August 8, 2023

Subject: Appropriate Funding for 3 Probation Community Associate Positions

---

**RECOMMENDATION(S):**

APPROVE Fiscal Year 2023-24 Appropriation Adjustment No. BDA-23-00231 authorizing appropriations in the amount of \$225,941 to fund three Probation Community Associate - Project positions, which are requested in the Personnel Actions section of this Board's agenda.

**FISCAL IMPACT:**

In compliance with the County position adjustment requests, the department is requesting to appropriate \$225,941 Probation entitlement dollars provided by the State Community Corrections Performance Incentives Act (SB678 funds) to offset the cost of the additional three positions.

**BACKGROUND:**

The Contra Costa County Probation Department is looking to invest in the community and employ three individuals who have been system involved. We believe this commitment to those with lived experience along with the financial stability of County employment is crucial in identifying people looking to further the work and the mission of both Contra Costa County and the Probation Department. Working alongside members of our community in providing support and navigation

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Sarah Shkidt, Chief of Administrative Services  
(925)313-4195

By: Stacey M. Boyd, Deputy

cc:

BACKGROUND: (CONT'D)

services to those at risk of becoming system involved, those already system involved, or those transitioning from the system will lead to better service delivery and positive outcomes for the community as a whole. Therefore, Probation has created a new classification; Probation Community Associate. This appropriation adjustment allocates funding for these new positions in the budget.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved appropriations would not be properly allocated for the requested positions.

ATTACHMENTS

BDA-23-00231

POSITION ADJUSTMENT REQUEST

NO. 26071
DATE 11/9/2022

Department Probation
Department No./ Budget Unit No. 0308 Org No. 3036 Agency No. 30
Action Requested: Establish the Probation Community Associate I project classification, and add three (3) Probation Community Associate project positions to the Probation Department.

Proposed Effective Date: 12/1/2022

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 \$225,941.00 Net County Cost \$0.00
Total this FY \$188,284.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% StateCommunity Corrections Performance Incentives Act

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Sarah Shkidt

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

E. Farrell (for P. Reyes)

11/14/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/8/2023

Establish the Probation Community Associate - Project classification (7CW1) at salary plan and grade TB5 1002 (\$3,552 - \$4,318), and add three (3) positions to the Probation Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [x] Day following Board Action.

[ ] (Date)

Alycia Leach

2/8/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

8/3/2023

- [x] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED [x] DISAPPROVED [x]

DATE 08-08-2023

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:

**POSITION ADJUSTMENT REQUEST**

NO. 26071  
DATE 11/9/2022

Department Probation Department No./  
Budget Unit No. 0308 Org No. 3036 Agency No. 30

Action Requested: Establish the Probation Community Associate I project classification, and add three (3) Probation Community Associate project positions to the Probation Department.

Proposed Effective Date: 12/1/2022

Classification Questionnaire attached: Yes  No  / Cost is within Department's budget: Yes  No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$225,941.00 Net County Cost \$0.00  
Total this FY \$188,284.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% StateCommunity Corrections Performance Incentives Act

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Sarah Shkidt

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

E.Farrell (for P.Reyes)

11/14/2022

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/8/2023

Establish the Probation Community Associate - Project classification (7CW1) at salary plan and grade TB5 1002 (\$3,552 - \$4,318), and add three (3) positions to the Probation Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Alycia Leach

2/8/2023

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

8/3/2023

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_

Enid Mendoza

\_\_\_\_\_  
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  DISAPPROVED

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

DATE \_\_\_\_\_

BY \_\_\_\_\_

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

## REQUEST FOR PROJECT POSITIONS

Department \_\_\_\_\_

Date \_\_\_\_\_

No. \_\_\_\_\_

1. Project Positions Requested:
  
2. Explain Specific Duties of Position(s)
  
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
  
4. Duration of the Project:      Start Date \_\_\_\_\_      End Date \_\_\_\_\_  
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
  
5. Project Annual Cost
  - a. Salary & Benefits Costs: \_\_\_\_\_
  - b. Support Costs: \_\_\_\_\_  
(services, supplies, equipment, etc.)
  - c. Less revenue or expenditure: \_\_\_\_\_
  - d. Net cost to General or other fund: \_\_\_\_\_
  
6. Briefly explain the consequences of not filling the project position(s) in terms of:
  - a. potential future costs
  - b. legal implications
  - c. financial implications
  - d. political implications
  - e. organizational implications
  
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
  
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
  
9. How will the project position(s) be filled?
  - a. Competitive examination(s)
  - b. Existing employment list(s) Which one(s)? \_\_\_\_\_
  - c. Direct appointment of:
    1. Merit System employee who will be placed on leave from current job
    2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



To: Board of Supervisors  
From: Esa Ehmen-Krause, County Probation Officer  
Date: August 8, 2023

**Subject:** Establish the Probation Community Associate classification and add three (3) positions

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 26071 to establish the Probation Community Associate - Project (7CW1) (represented) classification at salary plan and grade TB5 1002 (\$3,552 - \$4,318), and add three (3) positions to the Probation Department.

**FISCAL IMPACT:**

The addition of these positions will result in increased annual salary and benefit costs of approximately \$225,941, which will be funded by State Community Corrections Performance Incentives Act Funds. There is no impact to the County General Fund.

**BACKGROUND:**

The new Probation Community Associate Program will employ three individuals who have been system involved. One position will assist in the adult criminal justice system, one position in the juvenile justice system, and one in the foster care system. These positions will have countywide responsibilities and work closely with Field Services, specifically the Juvenile Investigation Unit, the Placement Unit, and the TAY population supervised by the Probation Department. The Probation Community Associate will work closely with youth participating in the Briones Youth Academy and Girl's in Motion program as well. This partnership will involve close collaboration with our county stakeholders as well as community-based organizations to provide services, support, empathy, and compassion to those families involved in the county system as a whole.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Melvin Russell, (925) 313-4149

BACKGROUND: (CONT'D)

Parents dealing with extreme life challenges such as substance abuse, homelessness, unemployment, their own criminality, and domestic violence may have their children taken from them or their children may enter into the criminal justice system. These families do not always have the resources needed to navigate these complex systems. Often they are not aware of their rights and responsibilities and do not have role models or support networks in place to provide the appropriate guidance and "voice" that can assist with reunification with their children or proper support to help inhibit them from advancing deeper into the criminal justice system.

It is crucial for families to begin working on a Case Plan to deal with emotional and mental health issues, secure a job to have a steady income, find a place to live, and create a safe, stable environment to move toward either reunification and/or overall success. In many cases, neither the family nor the client possesses the life skills due to a lack of resources, process knowledge, and/or mentors. Therefore, children and clients who fall into either the foster care system or the criminal justice system face numerous challenges and are unable to navigate these complex systems alone.

The Contra Costa County Probation Department is looking to invest in the community and employ three individuals who have been system involved. We believe this commitment to those with lived experience along with the financial stability of County employment is crucial in identifying people looking to further the work and the mission of both Contra Costa County and the Probation Department. Working alongside members of our community in providing support and services to those at risk of becoming system involved, those already system involved, or those transitioning from the system will lead to better service delivery and positive outcomes for the community as a whole. Re-imagining the foster care system and the criminal justice system will take commitment from all of us.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Department will be unable to provide critical community support, system navigation and mentorship services to clients and families to foster successful outcomes. Additionally, the Department will be unable to provide client services by those with lived experience.

AGENDA ATTACHMENTS

P300 No. 26071 Probation

MINUTES ATTACHMENTS

Signed P300 26071



POSITION ADJUSTMENT REQUEST

26169  
NO. 26169  
DATE 7/7/2023

Department Clerk-Recorder-Elections Department No./  
Budget Unit No. 0043 Org No. 2353 Agency No. 24

Action Requested: CANCEL one (1) vacant Elections Outreach Coordinator position (position #12721, EBHA, represented), salary plan and grade ZA5-1406, (\$6010.53-\$7305.83) and ADD one (1) Elections Services Supervisor position (ALHB, represented), salary plan and grade ZA5-1406 (\$6010.53-\$7305.83)

Proposed Effective Date: 8/1/2023

Classification Questionnaire attached: Yes  No  / Cost is within Department's budget: Yes  No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00  
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Neutral

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Kristin B. Connelly

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie Enea

7/21/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/1/2023

Candle one (1) vacant Elections Outreach Coordinator (EBHA) position #12721, salary plan and grade ZA5-1406, (\$6010.53-\$7305.83) and Add one (1) Elections Services Supervisor position (ALHB), salary plan and grade ZA5-1406 (\$6010.53-\$7305.83)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Sanyukta Mohan Singh

8/1/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE \_\_\_\_\_

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_


(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED  ~~DISAPPROVED~~  XXX

DATE 08-08-2023

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:

**POSITION ADJUSTMENT REQUEST**

NO. 26169  
DATE 7/7/2023

Department Clerk-Recorder-Elections Department No./  
Budget Unit No. 0043 Org No. 2353 Agency No. 24

Action Requested: CANCEL one (1) vacant Elections Outreach Coordinator position (position #12721, EBHA, represented), salary plan and grade ZA5-1406, (\$6010.53-\$7305.83) and ADD one (1) Elections Services Supervisor position (ALHB, represented), salary plan and grade ZA5-1406 (\$6010.53-\$7305.83)

Proposed Effective Date: 8/1/2023

Classification Questionnaire attached: Yes  No  / Cost is within Department's budget: Yes  No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00  
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Neutral

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Kristin B. Connelly

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie Enea

7/21/2023

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE \_\_\_\_\_

CANCEL one (1) vacant Elections Outreach Coordinator position (position #12721, EBHA, represented), salary plan and grade ZA5-1406, (\$6010.53-\$7305.83) and ADD one (1) Elections Services Supervisor position (ALHB, represented), salary plan and grade ZA5-1406 (\$6010.53-\$7305.83)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective:  Day following Board Action.

\_\_\_\_\_(Date)

Sanyukta Mohan Singh

7/27/2023

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

7/27/2023

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: \_\_\_\_\_

/s/ Julie Enea

\_\_\_\_\_  
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  DISAPPROVED

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

DATE \_\_\_\_\_

BY \_\_\_\_\_

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

## REQUEST FOR PROJECT POSITIONS

Department \_\_\_\_\_

Date \_\_\_\_\_

No. \_\_\_\_\_

1. Project Positions Requested:
  
2. Explain Specific Duties of Position(s)
  
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
  
4. Duration of the Project: Start Date \_\_\_\_\_ End Date \_\_\_\_\_  
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
  
5. Project Annual Cost
  - a. Salary & Benefits Costs: \_\_\_\_\_
  - b. Support Costs: \_\_\_\_\_  
(services, supplies, equipment, etc.)
  - c. Less revenue or expenditure: \_\_\_\_\_
  - d. Net cost to General or other fund: \_\_\_\_\_
  
6. Briefly explain the consequences of not filling the project position(s) in terms of:
  - a. potential future costs
  - b. legal implications
  - c. financial implications
  - d. political implications
  - e. organizational implications
  
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
  
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
  
9. How will the project position(s) be filled?
  - a. Competitive examination(s)
  - b. Existing employment list(s) Which one(s)? \_\_\_\_\_
  - c. Direct appointment of:
    1. Merit System employee who will be placed on leave from current job
    2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra  
Costa  
County

To: Board of Supervisors  
From: Kristin Connelly, Clerk-Recorder  
Date: August 8, 2023

**Subject:** Request for Position Adjustment Resolution cancel one Elections Outreach Coordinator position and add one Elections Services Supervisor position.

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 26169 to cancel one (1) vacant Elections Outreach Coordinator position (position #12721, EBHA, represented) at salary plan and grade ZA5-1406 (\$6010.53-\$7305.83) and add one (1) Elections Services Supervisor position (ALHB, represented) at salary plan and grade ZA5-1406 (\$6010.53-\$7305.83) in the Clerk-Recorder-Elections Department.

**FISCAL IMPACT:**

This action will result in no additional costs.

**BACKGROUND:**

The Clerk-Recorder-Elections Department had an unexpected retirement in March and has a vacancy in the Elections Outreach Coordinator position, which was focused largely on procuring locations for polling places and verifying each location's compliance with The Americans with Disabilities Act (ADA). In preparation for the 2024 presidential election and to better address the current operational needs of the Elections Division, this position should be traded for an Elections Services Supervisor position. Both positions have the same salary range.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Department will have one Elections Outreach Coordinator position, dedicated to responsibilities that the Elections Division would like to diversify and with a more-limited scope of responsibilities than the comparable Elections Services Supervisor classification. This single position classification would require a separate recruitment to fill, which will cost the Department time and resources.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Tyler Stull 925-335-7997

cc: HRIS

AGENDA

ATTACHMENTS

P300 26169

MINUTES

ATTACHMENTS

Signed P300 26169

POSITION ADJUSTMENT REQUEST

NO. 26167  
DATE 7/10/2023

Department Health Services Department No./ Budget Unit No. 0540 Org No. 6501 Agency No. A18  
Action Requested: Reclassify position #18666 and its incumbent EE#93338 from Institutional Services Worker - Generalist (1KVD) to Food Service Worker - Generalist (1KVG) in the Health Services Department. (Represented)

Proposed Effective Date: 8/1/2023

Classification Questionnaire attached: Yes  No  / Cost is within Department's budget: Yes  No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \_\_\_\_\_  
Total this FY \$0.00 N.C.C. this FY \_\_\_\_\_

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: Cost Neutral (100% Enterprise Fund I)

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/21/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/26/2023

ADOPT Position Adjustment Resolution No. 26167 to reclassify position #18666 and its incumbent EE#93338 from \_\_\_\_\_ Institutional Services Worker - Generalist (1KVD) at salary plan and grade TB5-0922 (\$4,144 - \$5,038) to Food Service Worker - Generalist (1KVG) at salary plan and grade TB5-1002 (\$4,144 - \$5,038) in the Health Services Department. (Represented)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Alycia Leach

7/26/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE \_\_\_\_\_

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  ~~DISAPPROVED~~  XXXX

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

DATE 08-08-2023

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:

POSITION ADJUSTMENT REQUEST

NO. 26167
DATE 7/10/2023

Department Health Services
Department No./ Budget Unit No. 0540 Org No. 6501 Agency No. A18
Action Requested: Reclassify position #18666 and its incumbent EE#93338 from Institutional Services Worker - Generalist (1KVD) to Food Service Worker - Generalist (1KVG) in the Health Services Department. (Represented)

Proposed Effective Date: 8/1/2023

Classification Questionnaire attached: Yes [ ] No [x] / Cost is within Department's budget: Yes [x] No [ ]

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost
Total this FY \$0.00 N.C.C. this FY

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: Cost Neutral (100% Enterprise Fund I)

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Larita Clow

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

7/21/2023

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/26/2023

ADOPT Position Adjustment Resolution No. 26167 to reclassify position #18666 and its incumbent EE#93338 from Institutional Services Worker - Generalist (1KVD) at salary plan and grade TB5-0922 (\$4,144 - \$5,038) to Food Service Worker - Generalist (1KVG) at salary plan and grade TB5-1002 (\$4,144 - \$5,038) in the Health Services Department. (Represented)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: [x] Day following Board Action.

[ ] (Date)

Alycia Leach

7/26/2023

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [ ] DISAPPROVED [ ]

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

DATE

BY

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:



## REQUEST FOR PROJECT POSITIONS

Department \_\_\_\_\_

Date \_\_\_\_\_

No. xxxxx

1. Project Positions Requested:
  
2. Explain Specific Duties of Position(s)
  
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
  
4. Duration of the Project: Start Date \_\_\_\_\_ End Date \_\_\_\_\_  
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
  
5. Project Annual Cost
  - a. Salary & Benefits Costs: \_\_\_\_\_
  - b. Support Costs: \_\_\_\_\_  
(services, supplies, equipment, etc.)
  - c. Less revenue or expenditure: \_\_\_\_\_
  - d. Net cost to General or other fund: \_\_\_\_\_
  
6. Briefly explain the consequences of not filling the project position(s) in terms of:
  - a. potential future costs
  - b. legal implications
  - c. financial implications
  - d. political implications
  - e. organizational implications
  
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
  
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
  
9. How will the project position(s) be filled?
  - a. Competitive examination(s)
  - b. Existing employment list(s) Which one(s)? \_\_\_\_\_
  - c. Direct appointment of:
    1. Merit System employee who will be placed on leave from current job
    2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services  
Date: August 8, 2023

**Subject:** Reclassify one Institutional Services Worker - Generalist position #18666 and its incumbent in the Health Services Department

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 26167 to reclassify position #18666 and its incumbent EE#93338 from Institutional Services Worker - Generalist (1KVD) (represented) at salary plan and grade TB5-0922 (\$4,144 - \$5,038) to Food Service Worker - Generalist (1KVG) (represented) at salary plan and grade TB5-1002 (\$4,144 - \$5,038) in the Health Services Department.

**FISCAL IMPACT:**

This action is cost neutral. This position is funded 100% by Hospital Enterprise Fund I

**BACKGROUND:**

The County established the classification of the Food Service Worker series and reclassified several Institutional Services Worker positions in the Contra Costa Health Cafeteria to the new Food Services Worker series in March 2023. However, position #18666 was not included in the P300. This position is allocated to the Food Services unit and reclassification is necessary to accurately reflect the duties and responsibilities of the position.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this action is not approved, the position will not be appropriately classified as a Food Service Worker.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Larita Clow, (925) 957-5244

cc: Larita Clow, Kristina Jadrich, Linh Huynh, Jo-Anne Linares, Kathi Caudel, HRIS

AGENDA

ATTACHMENTS

P300 26167

MINUTES

ATTACHMENTS

Signed P300 26167



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** Accept the 2023 Semi-Annual Report of Real Estate Delegation of Leases and Licenses dated January 1, 2023 through June 30, 2023.

---

**RECOMMENDATION(S):**

ACCEPT the 2023 Semi-Annual Report of Real Estate Delegation of Leases and Licenses dated January 1, 2023, through June 30, 2023, as recommended by the Public Works Director, to lease real property for use by the County or to obtain the use of real property for the County by license and to amend real property leases or licenses to permit improvements or alterations, or both, under certain circumstances, Countywide.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Pursuant to the Contra Costa County, Ordinance Code, Title 11, Division 1108, Chapter 1108-10.002, The Board of Supervisors authorizes the Public Works Director, or designee, to perform all acts necessary to lease or license real property for use by the County if the term does not exceed five years and the rent does not exceed \$7,500 per month and to amend real property leases or licenses to permit improvements or alterations, or both, under the following conditions: (1) the total cost under an amendment may not exceed \$7,500; (2) an amendment may not extend the term of the lease or license; and (3) no more than two amendments, not to exceed \$7,500 each, may be made within a 12-month period.

The Public Works Director shall submit a semi-annual report to the Board of Supervisors on each lease or license done pursuant to this section, including the interest acquired, its price, and the necessity for the lease or license.

There are no Leases or Licenses to report for the period of January 1, 2023, through June 30, 2023.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Board of Supervisors would not be informed of the leases and licenses accepted by the Public Works Director pursuant to Contra Costa County Ordinance Code.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jessica Dillingham, (925)  
957-2486

By: June McHuen, Deputy

cc:

## RENTAL AGREEMENT

New Horizons Career Development Center  
199 Parker Avenue  
Rodeo, CA 94572

This rental agreement is dated August 1, 2023, and is between the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**") and NEW HORIZONS CAREER DEVELOPMENT CENTER, a California nonprofit mutual benefit corporation ("**Tenant**").

### **Recitals**

- A. The County is the owner of the property located at 199 Parker Avenue, Rodeo, California. The property is improved with a building, which consists of approximately 2,400 square feet of office space, a parking lot and fencing (the "**Premises**").
- B. Tenant has been occupying the Premises since sometime in 2014, pursuant to a lease dated November 19, 2014, between the County and Tenant (the "**Lease**"). The Lease was intended to expire on May 31, 2015. On May 31, 2015, the parties elected to extend the term of the Lease on a month-to-month basis. The parties now desire to replace the Lease with this rental agreement to update the terms of Tenant's occupancy of the Premises.
- C. Simultaneous with the effectiveness of this rental agreement, the Lease is terminated.

The parties therefore agree as follows:

### **Agreement**

- 1. **Rental.** In consideration of the rents and subject to the terms set forth in this rental agreement, the County hereby rents to Tenant, and Tenant hereby rents from the County, the Premises.
- 2. **Term.** This rental agreement is month-to-month and is effective August 1, 2023. This rental agreement will continue until terminated by either the County or Tenant in accordance with the terms of this rental agreement.
- 3. **Rent.** The monthly rent is \$2,800. Tenant shall pay rent monthly in advance, without offset or demand, on or before the first day of each month. Rent for any partial month will be prorated at the rate of 1/30 of the monthly rent per day. All amounts due from Tenant to County under this rental agreement, with the exception of the Security Deposit, defined below, are "**Rent**."

4. Additional Payment Terms.

- a. Late Rental Payments: If Tenant fails to pay County any amount due under this rental agreement within five days after such amount is due, Tenant shall pay to County a late charge of \$100 per occurrence (the “**Late Charge**”), plus interest on the unpaid balance at a rate of 1.5% per month, from the date the payment was due and payable until paid in full. Tenant shall pay all Late Charges as additional rent on or before the date the next installment of rent is due. County and Tenant hereby agree that it is and will be impracticable and extremely difficult to ascertain and fix County’s actual damage from any late payments and, thus, that Tenant shall pay as liquidated damages to County the Late Charge specified in this Section, which is the result of the parties’ reasonable endeavor to estimate fair average compensation for the late payment (other than attorneys’ fees and costs). County’s acceptance of the Late Charge as liquidated damages does not constitute a waiver of Tenant’s default with respect to the overdue amount or prevent County from exercising any of the rights and remedies available to County under this rental agreement.
- b. Form and Place of Payment: Tenant shall pay all rents and fees in cash or by personal check, certified check, or money order, payable to the County of Contra Costa, by delivering same on or before due date to Contra Costa County, Public Works Department – Real Estate Division, 255 Glacier Drive, Martinez, California 94553, or at such other place as County may designate from time to time.
- c. Returned Checks: If a check written by Tenant is returned for insufficient funds, County may impose a reasonable service charge in addition to any Late Charge and in addition to any charges imposed by the bank. County may require Tenant to pay Rent by certified check or money order if Tenant’s bank or banks have returned one or more personal checks within the preceding 12-month period.

5. Security Deposit: Upon the execution of this rental agreement, Tenant shall pay the County a security deposit in the amount of \$2,800.00 (the “**Security Deposit**”), as security for the faithful performance of the terms, covenants, and conditions of this rental agreement.

- a. Default. Upon the occurrence of a Default, as defined in Section 21, the County may in its sole discretion (but is not required to) apply the Security Deposit, or any portion of it, to any expense, loss or (i) any rent or other sum owed to the County, (ii) any amount that the County may spend or become obligated to spend in exercising County’s rights under this rental agreement, or (iii) damage sustained by the County resulting from Tenant’s Default. Upon demand by the County, Tenant shall immediately pay to the County a sum equal to that portion of the Security Deposit expended or applied by the County as provided in this subsection so as to maintain the Security Deposit at its original level.
- b. Expiration or Termination of Agreement. Upon the expiration or termination of this rental agreement and (i) Tenant’s satisfaction of the conditions set forth in Section 16

- Surrender of Premises, and (ii) a final accounting by County, the County will refund any remaining Security Deposit to Tenant, without interest. Tenant waives the provisions of California Civil Code section 1950.7, and all other provisions of law in force or that become in force after the date of execution of this rental agreement, that provide that County may claim from a Security Deposit only those sums reasonably necessary to remedy defaults in the payment of Rent, to repair damage caused by Tenant or to clean the Premises. The County and Tenant agree that the County may, in addition, claim those sums reasonably necessary to compensate the County for any other foreseeable or unforeseeable loss or damage caused by the act or omission of Tenant or Tenant's officers, agents, employees, independent contractors or invitees.

6. Use. Tenant may only use the Premises for the operation and maintenance of a career center. Tenant may not use the Premises for any other purpose without the prior written consent of the County.
7. Utility Obligations. The County shall pay the providers of the following utilities that are used or consumed on the Premises: gas, water, electricity, garbage disposal, storm and sanitary sewer services, janitorial services, and landscaping services. Tenant shall pay for any additional utilities necessary for its use or occupancy of the Premises.
8. Condition of Premises. Tenant is renting the Premises in an "as is" physical condition with no warranty, express or implied, on the part of the County as to the condition of the property or the improvements.
9. Maintenance and Repairs.
  - a. Structures and Grounds. The County shall, at its sole cost and expense, maintain the Premises and the improvements in good condition and repair, including:
    - i. Operating Systems. The County shall repair and maintain the electrical, lighting, water and plumbing systems in good order, condition and repair.
    - ii. HVAC Systems. The County shall maintain and repair the heating, ventilating, and air-conditioning (HVAC) systems.
    - iii. Parking and Exterior Lighting. The County shall maintain the parking lot and exterior lighting system in good order, condition and repair.
    - iv. Fire Extinguishers. The County shall provide, maintain, repair, and replace the fire extinguishers in the Premises in accordance with the direction received from the fire marshal.
    - v. Code Violations. The County is responsible for correcting any code building violations that may exist in the Premises, provided the County is not responsible for correcting building code violations that arise out of a change in Tenant's use or occupancy of the Premises.



- vi. Enclosures. The County shall provide adequate enclosures, screened areas and/or suitable covered metal receptacles within the Premises for the short-term accumulation and storage of solid waste, such as rubbish, trash, and garbage.
  - b. Interior of Premises. Tenant shall keep and maintain the interior of the Premises in good order, condition and repair, but County 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. The County may install and maintain an alarm system, if deemed necessary by County.
10. Covenant against Liens. Tenant may not permit any mechanic's, materialman's, or other lien against the Premises, or the property of which the Premises forms a part, in connection with any labor, materials, or services furnished or claimed to have been furnished. If Tenant causes a lien to be filed against the Premises, or property of which the Premises forms a part, Tenant shall cause the same to be discharged, provided however, that Tenant may contest any such lien, so long as the enforcement thereof is stayed.
11. Taxes. Tenant shall pay before delinquency all taxes (including, but not limited to, possessory interest tax), assessments, license fees, and other charges that are levied and assessed upon Tenant's interest in the Premises, or upon Tenant's personal property installed or located in or on the Premises, by Contra Costa County or other legally authorized government authority. Tenant may pay any taxes and assessments under protest, without liability, cost or expense to the County, to contest the amount in good faith.

Payment of taxes, assessments, license fees, or other charges levied and assessed upon Tenant's interest, (i) does not reduce the Rent due to the County under this rental agreement, and (ii) is the liability of Tenant.
12. Quiet Enjoyment. Provided Tenant complies with the terms of this rental agreement, the County covenants that Tenant will peaceably and quietly have, hold, and enjoy the Premises during the Term.
13. Assignment. Tenant may not assign this rental agreement or sublease the Premises or any part of it at any time.
14. Alterations and Additions. Tenant may not make any alterations, erect any additional structures, or make any improvements on the Premises. If Tenant makes alterations or constructs additions that violate the conditions contained in this rental agreement (an "**Unauthorized Addition**"), Tenant shall remove the Unauthorized Addition at Tenant's sole cost and expense and restore the Premises to the condition existing immediately prior to the existence of the Unauthorized Addition.

15. Insurance.
  - a. Liability Insurance. Tenant shall maintain in full force and effect, at its sole expense, a comprehensive general liability or commercial general liability insurance program covering bodily injury (including death), personal injury, and property damage. The limits must be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The policy must name the County, its officers, agents and employees, individually and collectively, as additional insureds. The liability insurance maintained by Tenant must be primary.
  - b. Property Insurance. The County will maintain property insurance coverage on its real property. Tenant has no interest in the proceeds of insurance on the County's real property, improvements, equipment, or fixtures.
  - c. Worker's Compensation and Employer's Liability Insurance. Tenant shall maintain in full force and effect, at its sole expense, (i) statutory California Workers' Compensation coverage including a broad form all-states endorsement, and (ii) employer's liability coverage for not less than \$1,000,000 per occurrence for all employees engaged in services or operations at the Premises.
  - d. Waiver of Subrogation. Except as may be specifically provided elsewhere in this rental agreement, the County and Tenant hereby each mutually waive any and all rights of recovery from the other in the event of damage to the Premises or any personal property that is caused by acts of God, perils of fire, lightning, and the extended coverage perils, as defined in insurance policies and forms approved for use in the State of California. Each party shall obtain any special endorsements, if required by their insurer, to evidence compliance with this waiver.
16. Surrender of Premises. Upon the termination of this rental agreement, Tenant shall peaceably and quietly leave and surrender to the County the Premises, along with their appurtenances and fixtures, all in good condition, ordinary wear and tear, damage by casualty, acts of God and circumstances over which Tenant has no control excepted.
17. Waste, Nuisance. Tenant 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 the neighborhood in which the Premises is located.
18. Inspection. The County may enter the Premises at any time in an emergency and with 24-hours' notice in a non-emergency 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) Tenant is in compliance with the terms and conditions of this rental agreement.
19. Indemnification. Tenant shall indemnify, defend and hold County, its officers, agents and employees harmless from any and all claims, costs and liability, for any damage, injury or death, including without limitation, all consequential damages from any cause

whatsoever, to any person or the property of any person arising directly or indirectly from or connected with this rental agreement, Tenant's operations, or Tenant's use or possession of the Premises, save and except claims or litigation arising through the sole negligence or sole willful misconduct of County, its officers or employees, and shall make good to and reimburse County for any expenditures, including reasonable attorneys' fees, County may make by reason of such matters.

20. Termination. Either party may terminate this rental agreement at any time with 30 days' prior written notice. Upon termination of this rental agreement, Tenant shall satisfy the surrender conditions set forth in Section 16 – Surrender of Premises. Tenant waives the right to make any claim against the County of Contra Costa for relocation benefits in the event County elects to terminate this rental agreement.

21. Default.

The occurrence of any of the following events is a default under this rental agreement:

a. Tenant.

- i. Tenant's failure to pay Rent within five business days after the due date.
- ii. Tenant's failure to comply with any other material term or provision of this rental agreement if such failure is not remedied within 10 days after receipt of a written notice from the County to Tenant specifying the nature of the breach in reasonably sufficient detail (a "**Notice of Default**"). If the required cure of the noticed failure cannot be completed within 10 days, the failure to cure will not be deemed to be a default of this rental agreement if Tenant has attempted to cure the failure within the 10-day period and has diligently and continuously attempted to complete the cure as soon as reasonably possible.

b. The County. The County's failure to perform any obligation under this rental agreement if the failure is not remedied within 30 days after receipt of a written notice from Tenant to the County specifying the nature of the breach in reasonably sufficient detail. If the required cure of the noticed failure cannot reasonably be completed within 30 days, a default will not be deemed to occur if the County has attempted to cure the failure within the 30-day period and has diligently and continuously attempted to complete the cure as soon as reasonably possible.

22. Remedies.

a. The County. Upon the occurrence of a default by Tenant, the County may reenter and repossess the Premises and remove all persons and property from the Premises, after giving Tenant written notice and in accordance with due process of law.

- b. Tenant. Upon the occurrence of a default by the County, Tenant may terminate this agreement in accordance with Section 20 by giving written notice to the County and quit the Premises without further cost or obligation to the County.
23. Notices. Any notice required or permitted under this rental agreement shall be in writing and sent by overnight delivery service or registered or certified mail, postage prepaid and directed as follows:

To Tenant:                   New Horizons Career Development Center  
C/O Dr. Anthony A.K. Hodge  
199 Parker Avenue  
Rodeo, CA 94572

To County:                   Contra Costa County  
Public Works Department  
Attn: Principal Real Property Agent  
255 Glacier Drive  
Martinez, CA 94553

- 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) the next business day, if sent by overnight courier, or (ii) three days after being deposited in the United States Postal system.
24. Time is of the Essence. In fulfilling all terms and conditions of this rental agreement, time is of the essence.
25. Governing Law. The laws of the State of California govern all matters arising out of this rental agreement.
26. Severability. If any provision of this rental agreement is held to be invalid or unenforceable in any respect, the validity and enforceability of the remaining provisions of this rental agreement will not in any way be affected or impaired.

[Remainder of Page Intentionally Left Blank]


27. Entire Agreement; Construction; Modification. Neither party has relied on any promise or representation not contained in this rental agreement. All previous conversations, negotiations, and understandings are of no further force or effect. This rental agreement 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 rental agreement may be modified only by a writing signed by both parties.

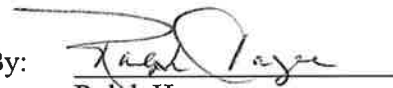
The parties are executing this rental agreement on the date set forth in the introductory paragraph.

COUNTY OF CONTRA COSTA, a  
political subdivision of the State of  
California

By: \_\_\_\_\_  
Brian M. Balbas  
Director of Public Works

NEW HORIZONS CAREER  
DEVELOPMENT CENTER, a California  
nonprofit mutual benefit corporation

By:   
Dr. Anthony Hodge  
Executive Director

By:   
Ralph Hayes  
Board of Directors, Chairman

RECOMMENDED FOR APPROVAL:

By: \_\_\_\_\_  
Jessica L. Dillingham  
Principal Real Property Agent

By: \_\_\_\_\_  
Julin E. Perez  
Supervisor Real Property Agent

APPROVED AS TO FORM  
THOMAS L. GEIGER, COUNTY COUNSEL,

By: \_\_\_\_\_  
Kathleen M. Andrus  
Deputy County Counsel

jp:

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Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** Rental of County-Owned Property to New Horizons Career Development Center.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a month-to-month rental agreement between the County, as landlord, and New Horizons Career Development Center (New Horizons), as tenant, for approximately 2,400 square feet of office space located at 199 Parker Avenue in Rodeo, at a monthly rent of \$2,800.00.

AUTHORIZE the Public Works Director, or designee, to issue a 30-day notice of termination, thereby terminating the rental agreement, if New Horizons fails to comply with the material terms of the rental agreement.

AUTHORIZE County Counsel to pursue legal action to regain possession of the property if the rental agreement is terminated by the County.

**FISCAL IMPACT:**

New Horizons Career Development Center will pay rent to the County in the amount of \$2,800.00 per month. Rent payments will be deposited into the General Fund (100% General Fund Department; Org # 4303).

**BACKGROUND:**

The County and New Horizons are parties to a lease dated November 19, 2014, under which New Horizons is currently occupying the subject property. The lease term ended on May 31, 2015. New Horizons has continued to occupy the premises as a holdover tenant on a month-to-month basis since then. Staff estimates the rent being paid under the terms of the 2014 lease to be less than the market rental value of the property.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Julin Perez, (925) 957-2485

cc:

BACKGROUND: (CONT'D)

On January 10, 2023, this Board approved an action to (i) terminate New Horizons' occupancy of the premises under the terms of the 2014 lease, and (ii) negotiate a new lease with the same or a different tenant at a market rental value.

On May 25, 2023, the County issued a 60-day termination notice to New Horizons. If the proposed rental agreement is approved, it will take effect August 1, 2023, and replace the 2014 lease. Under the new rental agreement, New Horizons will pay \$2,800 per month on a month-to-month basis. With a month-to-month agreement, either party can terminate the agreement by giving a 30-day notice to the other party.

Because the County has experienced late rent payment by this tenant on multiple occasions under the 2014 lease, staff recommends delegating authority to the Public Works Director to terminate the rental agreement if the tenant fails to comply with the material terms of the rental agreement. The termination would be communicated by a 30-day notice to the tenant. If the tenant were to fail to surrender the premises upon termination of the rental agreement, County Counsel would pursue legal action to regain possession of the property.

CONSEQUENCE OF NEGATIVE ACTION:

If the new rental agreement is not approved, the tenant will be required to relinquish the property based on the termination notice issued on May 25, 2023. The property will then become vacant until a County department or a new commercial tenant is identified to occupy the premises.

ATTACHMENTS

Rental Agreement





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Amendment #78-018-1 with the Bay Area Air Quality Management District

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment #78-018-1 with the Bay Area Air Quality Management District (BAAQMD), to amend Grant Agreement #78-018, to allow BAAQMD to purchase additional air filtration units and air filter replacements and increase spending for this purchase by \$38,000 to a new amount not to exceed \$68,000 for the County's Asthma Trigger Reduction Program in Contra Costa County, with no change in the term December 1, 2022 through April 30, 2024.

**FISCAL IMPACT:**

Approval of this amendment will allow BAAQMD to purchase additional air filtration units and air filter replacements with an additional \$38,000 for the County's Asthma Trigger Reduction Program.

**BACKGROUND:**

Recent and predicted future changes to the long-term climate of California has resulted in, and is predicted to continue, an increase in drought and resulting wild-fire smoke impacting Contra Costa County. The BAAQMD has an interest in reducing the exposure of the most vulnerable to wildfire smoke and other sources of air pollution and has allocated these one-time funds to purchase and disseminate portable air purifier and replace filters to low-income Contra Costa residents.

The goal of the Asthma Trigger Reduction Program in Contra Costa County is to improve the health of low-income residents with poorly controlled asthma to reduce their exposure to asthma triggers. CCHP and the Public Health Nursing Program will ensure each individual receiving an air filtration unit are Medi-Cal recipients or undocumented residents who are not otherwise eligible to receive Medi-Cal; diagnosed with poorly controlled asthma, emphysema, chronic obstruction pulmonary disease and/or other respiratory conditions; or have received a referral with a diagnosis from a licensed physician, nurse practitioner, or physician assistance.

On January 10, 2023, the Board of supervisors approved Grant Agreement #78-018 for county to receive air filtration units and air filter replacements in an amount not to exceed \$30,000, through April 30, 2024. The County agreed to indemnify and hold harmless

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Michael Kent, 925-250-3227

cc: L Walker, Mitch Parkinen

BACKGROUND: (CONT'D)

the Contractor for claims arising out of County's performance under this agreement.

Approval of Grant Agreement #78-018-1 will allow the County to receive additional air filtration units and air filter replacements in an amount not to exceed \$38,000 through April 30, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not receive additional air filtration units and filters for low-income residents of Contra Costa County who are at high risk of respiratory complications.

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 reducing the frequency of emergency room visits and hospitalizations, and missed days of school due to respiratory issues.



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

Subject: Revenue Contract with California Workforce Development Board

---

**RECOMMENDATION(S):**

RATIFY the Employment and Human Services Director’s execution, on behalf of the Workforce Development Board of Contra Costa County, of Agreement No. M87984-7120 to accept funding in an amount not to exceed \$1,300,000 to provide workforce training services for period January 1, 2023, through October 31, 2025.

**FISCAL IMPACT:**

California Workforce Development Board (CWDB) funding is 100% State with no County match.

**BACKGROUND:**

On February 28, 2023, (C.65) the Board approved the funding application and acceptance of funds. WDB received the Agreement from the California Workforce Development Board (CWDB) with a January 1, 2023, start date. Workforce Development Board (WDB) has incurred salaries and benefits expenditures for staff assigned to the project. To align with the date of the revenue agreement and to ensure that WDB grant expenditures are reimbursable, a retroactive start is necessary. Contra Costa County as the lead board for the East Bay Regional Planning Unit (EBRPU). The EBRPU consists of Contra Costa County, the City of Richmond, Alameda County, and the City of Oakland, to work in partnership to develop and implement a Regional Plan, as required by WIOA. In addition, CWDB announced competitive grants to fund Regional Equity and Recovery Partnership (RERP) between Local Workforce Development Boards and Community Colleges.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Kizito Agboma (925) 608-4915

cc:

**BACKGROUND: (CONT'D)**

Building upon existing regional and industry planning efforts, RERP projects will identify quality jobs in the region and build pathways to those jobs in close partnerships with community colleges, multiple employers, and other stakeholders in target industries. RERP outlines the amounts being allocated to each Regional Planning Units (RPU) and the minimum number of participants that must be served, East Bay's allocation is \$1.3 million, to serve 158 participants for a term of 34 months.

**ADHERENCE TO WDB LOCAL PLAN:**

**A. Support Economic Growth & Economic Self-Sufficiency**

- Connect job seekers to employment opportunities with sustainable wages.
- Prioritize investments in Earn & Learn opportunities.

**B. Equity-focused Industry-Sector Partnerships**

- Promote equity and connect training with communities of color.
- Ensure healthcare workers are more reflective of the population as a whole.

**C. Targeted Training for Participants**

- Support investment in preparation programs for long-term career development in high-demand industries, focusing on narrowing the gap between high and low-skilled labor.

This agreement includes an indemnification clause for the County to indemnify the State.

**CONSEQUENCE OF NEGATIVE ACTION:**

Without approval, participants in WIOA and/or special extraneous grant programs will not have access to classroom instruction and job trainings that lead to self-sufficiency, which would adversely impact these participants. Local businesses will have fewer qualified candidates for critical shortages in the labor region.

**CHILDREN'S IMPACT STATEMENT:**

The services provided under this contract support all five of Contra Costa County's community outcomes: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing training and employment opportunities for in-school and out-of-school youth.



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

Subject: FY23-24 California Child and Adult Care Food Program (CACFP) Application

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment & Human Services Director, or designee, to apply for and accept funds in an amount not to exceed \$1,300,000 from the Child and Adult Care Food Program Day Center sponsorship grant in the California Department of Education to provide daily nutritious and healthy snacks, for the period October 1, 2023 through September 30, 2024.

**FISCAL IMPACT:**

65% State (California Department of Education)  
35% Federal (Department of Health and Human Services) [CFDA No. 93.600]  
No County Match

**BACKGROUND:**

The Community Services Bureau of the Employment and Human Services Department participates in the State of California’s Child and Adult Care Food Program (CACFP) to provide daily nutritious meals and snacks for the Department’s 13 early care and education centers. The submission of the renewal application is essential to continued food service operations.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sung Kim (925) 608-8803

cc:

BACKGROUND: (CONT'D)

The renewal re-certifies the County for the food program and makes the County eligible to receive reimbursement for food costs in the preparation of meals and snacks for 1,000 children.

This board order is to submit a renewal application with the State to continue to receive reimbursements of food costs associated with the daily operations of the early care and education children's centers for the 23-24 year. Expected receipts of funds are included in the Department's FY 2023-24 budget.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will be unable to seek reimbursement for food program costs.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Food Services program supports two of Contra Costa County's community outcomes: "Children Ready for and Succeeding in School" and "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** Grant application for the San Pablo Avenue Complete Streets/Bay Trail Gap Closure Project, Rodeo and Crockett areas.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to submit a Subregional Transportation Mitigation Program (STMP) grant application to the West Contra Costa Transportation Advisory Committee (WCCTAC) for the San Pablo Avenue Complete Streets/Bay Trail Gap Closure Project, Rodeo and Crockett areas (District V).

**FISCAL IMPACT:**

If awarded, these funds would supplement already awarded grant funding from the State Active Transportation Program. (77% Federal Funds, 11% Regional Funds, and 12% Local Road Funds)

**BACKGROUND:**

On May 12, 2023, WCCTAC issued a second call for projects for the 2019 STMP Update funding opportunity. Only projects included on the 2019 STMP Update Project List are eligible to receive funding. Applications must be submitted by August 30, 2023. WCCTAC's Board of Directors have made \$5.3 million available for the projects on the 2019 STMP Update Project List. The following guidelines apply to this cycle: (1) each project sponsor may submit either one or two funding applications, and (2) the total amount of funding sought by any single project sponsor should not be greater than \$1.5 million.

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

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Joe Smithonic, 925.313.2348

cc:



BACKGROUND: (CONT'D)

Public Works staff recommends submitting a single application for the San Pablo Avenue Complete Streets/Bay Trail Gap Closure Project. The San Pablo Avenue corridor between Rodeo and Crockett has been recognized in numerous prior planning documents as a key route and targeted for multi-modal improvements. The 2009 Countywide Bicycle and Pedestrian Plan proposes a Class II bicycle facility on this portion of San Pablo Avenue and noted that this facility is part of the County's larger bicycle and pedestrian network. In addition, WCCTAC's 2017 Action Plan designated the San Pablo Avenue corridor as a Route of Regional Significance and has identified an action to implement a complete streets/Bay Trail project connecting Rodeo and Crockett. This project was previously submitted to the Active Transportation Program (ATP) grant program and was approved by the board on May 24, 2022. The project was awarded \$10,517,000 from the ATP grant program on December 27, 2022.

This project has an estimated total cost of \$13,703,000. After applying the ATP award of \$10,517,000, the local match requirement is estimated to be \$3,186,000. Public Works staff intend to apply to the 2019 STMP Update funding opportunity for the maximum amount of \$1.5 million to supplant local road funds.

CONSEQUENCE OF NEGATIVE ACTION:

If the Public Works Department is not authorized to submit the application, additional funding will not be available.

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

Adopted this Resolution on 08/08/2023 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Ken Carlson</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text"/>	
<b>ABSENT:</b>	<input type="text"/>	
<b>ABSTAIN:</b>	<input type="text"/>	
<b>RECUSE:</b>	<input type="text"/>	



**Resolution No. 2023/517**

**IN THE MATTER OF:** 2023-2024 Community Service Block Grant Revenue Agreement 23F-4007 Amendment 1.

**WHEREAS:** the Employment and Human Services Department (EHSD) was awarded from the California Department of Community Services and Development (CSD) in November 2022, and **WHEREAS,** notification of funding terms and requirement was received on December 1, 2022, and **WHEREAS,** the County's Community Action Agency, the Department's Community Services Bureau regularly receives Community Services Block Grant (CSBG) funding to operate self-sufficiency programs under the advisement of the County's Economic Opportunity Council, and **WHEREAS,** the self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, food security, mental health access, employment, and economic development, and **WHEREAS,** examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health and mental health services, and employment training, and **WHEREAS,** the Board of Supervisors originally approved the County's allocation of \$927,194 for the 2023-2024 program year on February 28, 2023 (C.52), and **WHEREAS,** this Board Order is to accept the County's allocation of \$8,821 for an amount not to exceed \$936,015 for the 2023-2024 program year.

**NOW, THEREFORE, BE IT RESOLVED:** the Contra Costa County Board of Supervisors approve and authorize the Employment and Human Services Director, or designee, to execute a contract amendment with the California Department of Community Services and Development with an increase in funding of \$8,821 for an amount not to exceed \$936,015 for Community Services Block Grant program services for period January 1, 2023 through May 31, 2024.

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

**ATTESTED: August 8, 2023**

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

Contact: CSB (925) 681-6389

By: June McHuen, Deputy

cc:



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

Subject: 2023-2024 Community Services Block Grant Revenue Agreement 23F-4007 Amendment 1

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2023/517 to approve and authorize the Employment and Human Services Director, or designee, to execute an amendment with the California Department of Community Services and Development with an increase in funding of \$8,821 for an amount not to exceed \$936,015 for Community Services Block Grant program services for period January 1, 2023 through May 31, 2024.

**FISCAL IMPACT:**

The County will receive a pass-through of federal funding from the California Department of Community Services and Development in the amount of \$936,015, all of which will be included in the FY 23-24 recommended budget. There is no County match requirement.

100% Federal  
AL # 93.569  
State Contract Number: 23F-4007  
County Contract Number: 39-813-58

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: CSB (925) 681-6389

cc:

**BACKGROUND:**

The Employment and Human Services Department (EHSD) was awarded funding from the California Department of Community Services and Development (CSD) in November 2022. Notification of funding terms and requirement was received on December 1, 2022.

As the County's Community Action Agency, the Department's Community Services Bureau regularly receives Community Services Block Grant (CSBG) funding to operate self-sufficiency programs under the advisement of the County's Economic Opportunity Council. The self-sufficiency programs have the goal of ameliorating poverty in Contra Costa County through programs that address housing, food security, mental health access, employment, and economic development. Examples of programs to receive funding include those that provide housing payment assistance, food distribution, wrap-around health and mental health services, and employment training.

The Board of Supervisors originally approved the County's allocation of \$927,194 for the 2023-2024 program year on February 28, 2023 (C.52).

This Board Order is to accept the County's allocation of \$8,821 for an amount not to exceed \$936,015 for the 2023-2024 program year.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Department will be hampered in its ability to operate self-sufficiency programs in the community, and to establish partnerships with community based agencies and public organizations.

**CHILDREN'S IMPACT STATEMENT:**

The Community Services Bureau of the EHSD's Head Start program supports two (2) of Contra Costa County's community outcomes Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering partnerships with Community Based Organizations that include high quality services in nutrition, legal consultation, and health services to low-income children and families throughout Contra Costa County.

**ATTACHMENTS**

Resolution 2023/517



Contra  
Costa  
County

To: Board of Supervisors  
From: Marc Shorr, Chief Information Officer  
Date: August 8, 2023

**Subject:** Contract amendment with East Bay Regional Communications Systems Authority

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract amendment with the East Bay Regional Communications System Authority to increase the payment limit payable to the County by \$1,088,000 to a new payment limit of \$3,378,000 and extend the term through June 30, 2026, for telecommunications services.

**FISCAL IMPACT:**

This represents additional revenue for the Telecommunications Division of the department. (100% General Fund)

**BACKGROUND:**

The East Bay Regional Communications Systems (EBRCS) Joint Powers Authority (JPA) has approved and directed that the Department of Information Technology's Telecommunications Division be the primary service provider to perform system repair, installations, programming and upgrade services as directed by the JPA for the radio sites and 911 dispatch centers in the EBRCS Authority. The mission of the JPA is to build and operate a state-of-the art complaint communications

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Marc Shorr, 608-4071

cc: Nancy Zandonella

BACKGROUND: (CONT'D)

system for public agencies within Alameda and Contra Costa Counties. At the request of the Executive Director of the EBRCS Authority, County will perform radio programming and maintenance services at the rate of \$139 per hour, which may be adjusted each fiscal year, plus the cost of any materials and required equipment. County will invoice the EBRCS Authority each month that services are rendered.

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the department will not receive the revenue and the emergency communications systems for the participating agencies in the EBRCS Authority may be impacted.

CHILDREN'S IMPACT STATEMENT:

None.



**PUBLIC PROVIDER GROUND EMERGENCY MEDICAL TRANSPORTATION (PP-GEMT) PROGRAM  
MANAGED CARE AND FEE FOR SERVICE — INVOICE**

<b>Provider Information:</b>
<b>Provider Name:</b> Contra Costa County

<b>Due Date:</b>	<b>9/15/2023</b>
------------------	------------------

<b>Payment Details:</b>			
<b>Year:</b>	2023	<b>Collection #:</b>	2
<b>Total Amount Due:</b>	<b>\$2,767,910.29</b>		

<b>Program/Payee Information:</b>
<b>Vendor Name:</b> California Department of Health Care Services
<b>PP-GEMT Program Email:</b> <a href="mailto:AB1705@dhcs.ca.gov">AB1705@dhcs.ca.gov</a>

<b>Banking Information:</b>
<b>Bank Name:</b> US Bank <i>Please await Wire Request Memo for payment instructions</i>
<b>Payment Methods Accepted:</b> ACH or Wire Transfer

**Payment Instructions:**  
**Attention:** Please review, sign, and submit the Intergovernmental Transfer (IGT) Certification by **9/1/2023** to [AB1705@dhcs.ca.gov](mailto:AB1705@dhcs.ca.gov). IGT Certification forms are required to be submitted prior to each collection due date. Once the IGT Certification form is received, DHCS will send a Wire Request Memo providing payment details and instructions.  
*Please do not send your IGT payment until you have received the Wire Request Memo as payment details are subject to change.*

<b>IGT Non-Federal Share (NFS) Breakdown By DHCS Delivery System</b>			
<b><u>Managed Care (MC)</u></b>			
	MC NFS #2	\$2,447,227.44	
	MC Admin Fee	\$0.00	
<b><u>Fee For Service (FFS)</u></b>			
	FFS NFS #2	\$320,682.85	
	FFS Admin Fee	\$0.00	
	<b>Total* IGT Transfer Amount:</b>	<b>\$2,767,910.29</b>	

*\*Any differences are due to rounding.*



DEPARTMENT OF HEALTH CARE SERVICES  
PUBLIC PROVIDER INTERGOVERNMENTAL TRANSFER PROGRAM FOR  
GROUND EMERGENCY MEDICAL TRANSPORTATION SERVICES  
CERTIFICATION FORM FOR STATE CALENDAR YEAR 2023

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I, the undersigned, hereby declare and certify on behalf of   
(the "Public Entity") as follows:

1. As a public administrator, a public officer, or other public individual, I am duly authorized to make this certification.
2. The Public Entity elects to make this intergovernmental transfer (IGT) to the Department of Health Care Service (DHCS) as a voluntary contribution to the non-federal share of Medi-Cal expenditures for purposes of Assembly Bill 1705 (2019) pursuant to Sections 14105.94, 14105.945, 14129, 14129.3, and 14164 of the Welfare and Institutions (W&I) Code. All funds transferred pursuant to this certification qualify for federal financial participation (FFP) pursuant to Section 1903(w) of the Social Security Act and Title 42 of the Code of Federal Regulations, Section 433 Subpart B, and are not derived from impermissible sources such as recycled Medicaid payments, federal money excluded from use as the non-federal share, impermissible health care-related taxes, or non-bona fide provider-related donations.
3. Voluntary contributions attributable to the period of January 1, 2023, through December 31, 2023, will be made via recurring transfers as indicated on the invoices provided to the Public Entity by DHCS. The Public Entity acknowledges that any transfers made pursuant to this certification during this time period are considered an elective IGT made pursuant to W&I Code sections 14105.945 and 14164, to be used by DHCS, subject to paragraph four herein, exclusively as the source for the non-federal share of ground emergency medical transport public provider supplemental payments in both Medi-Cal fee-for-service payments and the portion of the risk-based capitation rate to Medi-Cal managed care health plans associated with reimbursement made in accordance with Section 14105.945, subdivision (h)(1) (hereafter, the AB 1705 Public Provider (PP) Ground Emergency Medical Transportation (GEMT) Intergovernmental Transfer (IGT) Program, or the PP-GEMT IGT Program), and DHCS costs associated with administering the PP-GEMT IGT Program.
4. DHCS may accept this voluntary contribution to the extent it is able to obtain FFP for the PP-GEMT IGT Program as permitted by federal law. In the event DHCS is unable to obtain FFP for the PP-GEMT IGT Program, or the full payments cannot otherwise be made to and retained by eligible public providers, and, therefore, all or a portion of the transferred amount cannot be used as the non-federal share of payments, DHCS will notify the Public Entity via e-mail and return the applicable portion of the unused IGT amount, no later than 90 days after such notification.
5. The Public Entity acknowledges that, in accordance with W&I Code section 14105.945, subdivision (h)(2), upon CMS approval, DHCS shall assess a ten percent (10%) fee on each transfer of public funds to the state to pay for health care

DEPARTMENT OF HEALTH CARE SERVICES  
PUBLIC PROVIDER INTERGOVERNMENTAL TRANSFER PROGRAM FOR  
GROUND EMERGENCY MEDICAL TRANSPORTATION SERVICES  
CERTIFICATION FORM FOR STATE CALENDAR YEAR 2023

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coverage and to reimburse DHCS its costs associated with administering the PP-GEMT IGT Program.

6. The Public Entity acknowledges that the IGT is to be used by DHCS for the filing of a claim with the federal government for federal funds and understands that any misrepresentation regarding the IGT may violate federal and state law.
7. The Public Entity acknowledges that all records of funds transferred are subject to review and audit upon DHCS' request. The Public Entity will maintain documentation supporting the allowable funding source of the IGTs.
8. Upon notice from the federal government of a disallowance or deferral related to this IGT, the Public Entity responsible for this IGT shall be the entity responsible for the federal portion of that expenditure.

I hereby declare under penalty of perjury under the law of the United States that the foregoing is true and correct to the best of my knowledge. I further understand that the known filing of a false or fraudulent claim, or making false statements in support of a claim, may violate the Federal False Claims Act or other applicable statute and federal law and may be punishable thereunder.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20XX at \_\_\_\_\_, California.

Signature of Authorized Person: \_\_\_\_\_

Name of Authorized Person: \_\_\_\_\_

Title of Authorized Person: \_\_\_\_\_

Name of Public Entity: \_\_\_\_\_

NPI of Public Entity: \_\_\_\_\_

Amount of IGT: \$X.XX



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

Subject: PP-GEMT IGT Payment to California Department of Health Care Services for May through August 2023

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Auditor-Controller to issue a payment, on behalf of the Contra Costa County Fire Protection District, to the State of California Department of Health Care Services in an amount not to exceed \$2,767,910.29 for the "PP-GEMT IGT" (Public Provider Ground Emergency Medical Transport Intergovernmental Transfer) for ambulance transports provided by the District during May 2023 through August 2023; and AUTHORIZE the Fire Chief, or designee, to execute and submit the required IGT Certification Form.

**FISCAL IMPACT:**

The payment to the State of California Department of Health Care Services (DHCS) will be offset by increased anticipated revenue as a result of this new supplemental Medi-Cal reimbursement program for public providers. As a result, the fiscal impact is positive for the District's ambulance transport program due to the significant number of Medi-Cal transports within the District's ambulance operating area. It is anticipated, net of all payments and fees paid to the DHCS, the District will receive \$5 million to \$7 million annually in additional supplemental reimbursements from this program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

, County Administrator and Clerk of the Board of Supervisors

Contact: Regina Rubier, Chief Admin Svcs (925)  
941-3300

By: June McHuen, Deputy

cc:

**BACKGROUND:**

In 2019, Assembly Bill 1705 (AB1705) was passed and certain sections of the California Welfare and Institutions Code, related to Medi-Cal, were amended and added. In accordance with the passage of the bill, the Department of Health Care Services (DHCS) developed the Public Provider Ground Emergency Medical Transport (PP-GEMT) Intergovernmental Transfer Program (IGT) program to provide increased reimbursements, by application of an add-on increase, to emergency medical transports provided by eligible public GEMT providers. The non-federal share collected will be used to provide this add-on increase to the fee-for-services (FFS) fee schedule rate for the affected emergency medical transport billing codes and a rating increment that will be applied to primary capitation rates for contracted Medi-Cal plans. The new legislation requires the non-federal share of any supplemental reimbursement provided under this program to be derived from voluntary intergovernmental transfers of local funds. Known to us as the "PP-GEMT IGT" program, this program will replace the current Quality Assurance Fee (QAF) and Ground Emergency Medical Transport (GEMT) Medi-Cal supplemental reimbursement programs. The bill requires eligible providers, including the Fire District, to receive an add-on increase to the associated Medi-Cal fee-for-service and managed care payments. The District has agreed to provide funding, along with all other public providers, to support the financial sustainability of the program for the non-federal share of the program. The District anticipates the need to provide intergovernmental transfers to the state of approximately \$10 million annually, which is currently scheduled to be paid in three installments of approximately \$2.8 million per payment for calendar year 2023. The District anticipates total revenue from the program and the revised Medi-Cal reimbursements to be approximately \$25 million annually, according to estimates provided by the District's contracted medical billing firm. After accounting for the intergovernmental transfers and the dissolution of the QAF and GEMT supplemental reimbursement programs, it is anticipated the District will realize a net increase in total revenue in the range of \$5 million to \$7 million annually from the PP-GEMT IGT program.

The District received the attached invoice from DHCS on August 1, 2023. The invoice is for the period May through August of 2023 in the amount of \$2,767,910.29. The IGT Certification form must be executed and submitted to the DHCS no later than September 1, 2023.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this payment is not made the State may withhold supplemental provider payments for ambulance services provided to Medi-Cal recipients.

**ATTACHMENTS**

IGT Certification

Invoice



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

Subject: Contract with Summit Building Services, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Summit Building Services, Inc., in an amount not to exceed \$625,000 to provide custodial services at Community Services Bureaus facilities, for the period August 1, 2023 to July 31, 2024.

**FISCAL IMPACT:**

This contract is funded through Community Services Bureau facility budget (76% State, 24% Federal). This is budgeted in FY 23/24 and will be budgeted in FY 24/25.

**BACKGROUND:**

Summit Building Services, Inc., has been providing custodial services to several Community Services Bureau (CSB) owned sites for ten (10) years. Services provided were formally through the contract agreement with the Public Works Department. These locations are remote sites either outside of the normal routes used by County custodial staff, or sites requiring night work. Public Works Custodial Services no longer has the ability to manage or oversee employees under these parameters.

This requested Board approval is for the continuation services to be contracted under Employment Human Services Department and has no impact on the current County custodial staff.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: CSB (925) 681-6389

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, custodial services with Summit Building Services, Inc. will be discontinued and Community Services Bureau facilities will not have the appropriate custodial work mandated by Office of Head Start, California Department of Education and California Department of Social Services.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: Children Ready for and Succeeding in School, Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Amendment #23-567-5 with ImageTrend LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #23-567-5 with ImageTrend LLC, a limited liability company, effective September 1, 2023, to amend Contract #23-567-4, to increase the payment limit by \$47,056 from \$190,000 to a new payment limit of \$237,056, with no change in the original term of July 1, 2022 through June 30, 2025.

**FISCAL IMPACT:**

Approval of this amendment will result in additional annual expenditures of up to \$47,056 and will be funded as budgeted by the department in FY 2022-25, by 100% Measure H Funds. (Rate increase)

**BACKGROUND:**

This Contract meets the social needs of the County by providing Emergency Medical Services (EMS) license management services. Contra Costa Health Services (CCHS) EMS Division has been contracting with ImageTrend, LLC (formerly ImageTrend, Inc) for the provision of its EMS license management Software as a Service, including annual licensing, hosting, and support since (at least) 2015. Since the execution of Software and Services Agreement #23-567-4 in July 2022, CCHS' EMS division realized additional staff training and support services were needed to support daily work. The additional funding provided under this amendment will allow the division to receive regular assessment and training services to improve current EMS license management. Approval of Contract Amendment Agreement #23-567-5 will allow the contractor to provide additional services through June 30, 2025.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this amendment is not approved, contractor's training and assessment services to better manage EMS licensing will conclude, which may affect the division's compliance with regulatory bodies and ultimately harm patient care.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Marshall Bennett, 925-608-5454

cc:



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: August 8, 2023

**Subject:** Contract Amendment with Exponent for Services of Dr. Susan Paulsen, Water Resources Consultant

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Conservation and Development Director or designee to execute, on behalf of the County and the Contra Costa County Water Agency, a contract amendment with Exponent, Inc., to extend the term from December 31, 2023 through December 31, 2024 and increase the payment limit by \$50,000 to a new payment limit of \$100,000 to provide water resources consulting connected with the State of California's Delta Conveyance Project.

**FISCAL IMPACT:**

The \$50,000 increase in cost will be funded by the Contra Costa County Water Agency. Pursuant to the executed Reimbursement Agreement between Contra Costa and Solano Counties, Solano will reimburse one half of Exponent's charges, up to \$25,000.

**BACKGROUND:**

The Department of Conservation and Development currently has a contract with Exponent, Inc. for the services of Susan Paulsen, Ph.D, PE, who has provided expert scientific review on the draft environmental impact report for the State of California's Delta Conveyance Project (DCP). Dr. Paulsen has prepared the County and Water Agency's "Technical Comments on the Delta Conveyance Project and Associated Draft Environmental Impact Report, Exhibit C" that was submitted to the State prior to the public comment deadline.

Continuing to utilize Dr. Paulsen's extensive knowledge of California water supply issues, including expertise in hydraulics, water quality and water quality modeling specific to the Sacramento San Joaquin Delta for the upcoming Water Right Change Petition hearing before the California State Water Resources Control Board on the DCP, will serve the County's interests in protecting water quality in the west Delta.

**CONSEQUENCE OF NEGATIVE ACTION:**

Failure to approve the contract leaves the County without critical expertise in water resources during the next phase of review of the Delta Conveyance Project.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Ryan Hernandez, 925-655-2919

cc:





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-255-2 with Suncrest Hospice San Jose, LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-255-2 with Suncrest Hospice San Jose, LLC, a limited liability company, in an amount not to exceed \$900,000, to provide hospice services for Contra Costa Health Plan (CCHP) members, for the period December 1, 2023 through November 30, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$900,000 over a three year period and will be funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

**BACKGROUND:**

CCHP has an obligation to provide certain specialized hospice services according to the terms of their Individual and Group Health Plan membership contracts with the county. Contractor has been a CCHP Network Provider since December 1, 2019. On November 3, 2020, the Board of Supervisors approved Contract #77-255-1 with Suncrest Hospice San Jose, LLC in an amount not to exceed \$900,000 for the provision of hospice services for CCHP members for the period December 1, 2020 through November 30, 2023. Approval of Contract #77-255-2 will allow the contractor to continue providing hospice services to CCHP members through November 30, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain specialized hospice health care services for CCHP members will not be provided by this contractor, which may delay services to CCHP members.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey, 925-313-6104

**CONTRACT AMENDMENT/EXTENSION  
AGREEMENT  
(Purchase of Services – Long Form)**

Number: F47156  
Fund/Org:  
Account:  
Other:

1. **Identification of Contract to be Extended.**

Number: F47156

Effective Date: June 1, 2021

Department: Pubic Works

Subject: On-Call Appraisal Services

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: Larson Valuation LLC

Capacity: California Limited Liability Company

Address: 231 Market Place, No. 534, San Ramon, CA 94583

3. **Amendment Date.** The effective date of this Amendment/Extension Agreement is July 1, 2023.

4. **Amendment Specifications.** The Contract identified above is hereby amended as set forth in the “Amendment Specifications” attached hereto which are incorporated herein by reference.

5. **Extension of Term.** The termination date of the above described contract is hereby extended from May 31, 2024 to a new termination date of May 31, 2026 , unless sooner terminated as provided in said contract.

6. **Payment Limit Increase.** The payment limit of the above described Contract is hereby increased by \$ 375,000.00 , from \$ 199,000.00 to a new total Contract Payment Limit of \$ 574,000.00 .

**CONTRACT AMENDMENT/EXTENSION  
AGREEMENT  
(Purchase of Services – Long Form)**

Number:  
Fund/Org:  
Account:  
Other:

7. **Signatures.** These signatures attest the parties' agreement hereto:

**COUNTY OF CONTRA COSTA, CALIFORNIA**

BOARD OF SUPERVISORS  By: _____ Chair/Designee	ATTEST: Clerk of the Board of Supervisors  By: _____ Deputy
---	--

**CONTRACTOR**

Signature A Name of business entity: Larson Valuation LLC, a California Limited Liability Company  By: _____ (Signature of individual or officer)  _____ (Print name and title A, if applicable)	Signature B Name of business entity: Larson Valuation LLC, a California Limited Liability Company  By: _____ (Signature of individual or officer)  _____ (Print name and title B, if applicable.)
--	---

**Note to Contractor:** For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

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 CONTRA COSTA    )

On \_\_\_\_\_ (Date),

before me, \_\_\_\_\_ (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 of Notary Public



Place Seal Above

ACKNOWLEDGMENT (by Corporation, Partnership, or Individual)  
(Civil Code §1189)

APPROVALS

RECOMMENDED BY DEPARTMENT

FORM APPROVED BY COUNTY COUNSEL

By: \_\_\_\_\_  
Designee

By: \_\_\_\_\_  
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By: \_\_\_\_\_  
Designee



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

Subject: Contract Amendment with Larson Valuation LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Larson Valuation LLC, effective August 8, 2023, to increase the payment limit by \$375,000 to a new payment limit of \$574,000 and extend the term of the contract through May 31, 2026, for continued on-call appraisal services, Countywide.

**FISCAL IMPACT:**

Task Orders issued under this contract are funded directly from various County Departments requesting Real Estate services. (100% User Departments)

**BACKGROUND:**

The original contract with Smith & Associates, Inc., was executed in June 2021, to provide on-call appraisal services. Effective September 1, 2022, Contract F47156 was assigned to Larson Valuation LLC.

The amendment is needed to extend the term and increase the payment limit of the Larson Valuation LLC contract in order to provide the necessary services required to maintain service delivery levels and meet anticipated project deadlines. Additionally, the amendment is necessary to support current contract assignments that include Federal Interest Property Appraisals (necessary for various grant opportunities) and Prospective Mental Health project property appraisals.

**CONSEQUENCE OF NEGATIVE ACTION:**

Without Board approval, these services would not be provided by this contractor, which could result in projects being delayed.

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

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jessica Dillingham, (925)  
957-2453

By: June McHuen, Deputy

cc:

ATTACHMENTS

Approvals and Acknowledgements

Contract Amendment/Extension

Agreement



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 8, 2023

Subject: Approve Planet Technologies, Inc. contract extension

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Planet Technologies, Inc. to extend the term from August 1, 2023 to December 31, 2023, with no change to the payment limit of \$328,000 to upgrade the department-wide communication system known as STARS (Shared Text Automated Retrieval System).

**FISCAL IMPACT:**

This contract is funded with 6% County, 59% Federal, 35% State revenues, all of which is already budgeted in FY 2023-2024.

**BACKGROUND:**

The Employment and Human Services Department (EHSD) executed a contract with Planet Technologies on August 1, 2021, in the amount of \$99,000, to upgrade its department-wide communications system STARS (Shared Text Automated Retrieval System). On May 3, 2022 (C.21), the Board of Supervisors (BOS) approved a contract amendment and extension, to add to the scope of work, and to increase the payment limit by \$215,000 to a new total \$314,000. The increase in payment limit should have been in the amount of \$229,000 and the new payment limit of the contract amendment/extension thus should be \$328,000. The correction was made via a contract amendment approved by the board on April 4, 2023 (C.71). The performance requirements described in the original contract amendment remained the same.

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

Action of Board On: **08/08/2023**  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  
 Ken Carlson, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
 Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: C. Youngblood (925) 608-4964

cc:

BACKGROUND: (CONT'D)

This board order is to approve a contract extension to December 31, 2023 in order to provide the time necessary to complete this project. There is no change to the scope of work or payment limit.

CONSEQUENCE OF NEGATIVE ACTION:

The department will be unable to go forward with the communication system upgrade which will have a negative impact to serving our clients.





Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

Subject: Purchase Order Amendment with Southland Envelope

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, an amendment to the purchase order with Southland Envelope (Purchase Order No. 024245), to increase the payment limit by \$150,000 to a new payment limit of \$349,990 and extend the term through June 30, 2024, for miscellaneous envelopes as needed by Contra Costa County Print and Mail Services, Countywide.

**FISCAL IMPACT:**

The cost of envelopes is initially charged to the General Fund but recovered through charges to the County Departments. (100% User Departments)

**BACKGROUND:**

All envelope products are purchased in volume and are used by the Print and Mail Services division for printing requests received from County departments. The cost of the envelopes is charged back to the departments. This allows the County to purchase in bulk and save money. Southland Envelope is a long-established vendor that was selected because of their quality, pricing and service.

They manufacture a variety of envelopes used by County departments. Southland Envelope provides the necessary products in a timely manner enabling Print and Mail Services to meet the needs of the departments. Many print orders from County Departments are rush jobs and Southland Envelope delivers next day on most orders while offering competitive pricing.

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

Action of Board On: **08/08/2023**  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  
 Ken Carlson, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Dale Morseman (925) 655-4501

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, cost for envelopes may increase.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #76-675-5 with University of California San Francisco (dba UCSF Medical Center)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #76-675-5, containing mutual indemnification, with University of California San Francisco (dba UCSF Medical Center), a government agency, in an amount not to exceed \$25,000, to provide laboratory testing services for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period August 1, 2023 through July 31, 2024.

**FISCAL IMPACT:**

Approval of this contract will result in annual expenditures of up to \$25,000 and funded 100% by Hospital Enterprise Fund I revenues. (Rate increase)

**BACKGROUND:**

CCRMC and Contra Costa Health Centers have an obligation to provide medical laboratory testing services for patients. Therefore, when specialized patient specimen testing is required for patient care and when the required testing equipment is not available at county facilities, the county contracts with outside laboratory testing services to provide specialized testing services. Contractor has been providing laboratory testing services since 2017 formerly under a purchase order with CCRMC.

On August 16, 2022, the Board of Supervisors approved Contract #76-675-4, with University of California, San Francisco (dba UCSF Medical Center), in the amount of \$25,000 for the provision of specialized laboratory testing services at CCRMC and Contra Costa Health Centers for the period from August 1, 2022 through July 31, 2023.

Approval of Contract #76-675-5 will allow the contractor to continue providing specialized laboratory testing services at CCRMC and Contra Costa Health Centers through July 31, 2024. This contract contains mutual indemnification.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, patients requiring outside laboratory testing services at CCRMC and Contra Costa Health Centers will not have access to contractor's services.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Jaspreet Benepal, 925-370-5741

cc: L Walker, M Parkinen



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-308-1 with Shield-California Health Care Center, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-308-1 with Shield-California Health Care Center, Inc., a corporation, in an amount not to exceed \$7,500,000, to provide Durable Medical Equipment (DME) services and enteral nutritional supplies to Contra Costa Health Plan (CCHP) members for the period November 1, 2023 through October 31, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of \$7,500,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

**BACKGROUND:**

CCHP has an obligation to provide certain specialized DME services and supplies for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This contractor has been a CCHP Network Provider providing DME services and enteral nutritional supplies since October 2020.

On October 20, 2020, the Board of Supervisors approved Contract #77-308 with Shield-California Health Care Center, Inc., in an amount of \$6,000,000, to provide DME services and enteral nutritional supplies to Contra Costa Health Plan (CCHP) members, for the period November 1, 2020 through October 31, 2023.

Approval of Contract #77-308-1 will allow the contractor to continue providing DME services and enteral nutritional supplies for CCHP members for the period November 1, 2023 through October 31, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain durable medical equipment services and enteral nutritional supplies for CCHP members under the terms of their Individual and Group Health Plan membership contract with the County will not be provided by this contractor and may cause delay in services to members.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey, 925-313-6104



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Contract #27-594-10 with Steven A. Harrison, M.D., A Professional Corporation

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-594-10, with Steven A. Harrison, M.D., A Professional Corporation, in an amount not to exceed \$1,125,000, to provide ophthalmology services to Contra Costa Health Plan (CCHP) members for the period from December 1, 2023 through November 30, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$1,125,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II. (No rate increase)

**BACKGROUND:**

CCHP has an obligation to provide certain specialized ophthalmology services according to the terms of their Individual and Group Health Plan membership contracts with the county. Contractor has been a CCHP Network Provider since December 1, 2004.

On October 13, 2020, the Board of Supervisors approved Contract #27-594-9, with Steven A. Harrison, M.D., A Professional Corporation, in an amount not to exceed \$1,125,000, for the provision of ophthalmology services to CCHP members, for the period from December 1, 2020 through November 30, 2023.

Approval of Contract #27-594-10 will allow the contractor to continue providing ophthalmology services for CCHP members through November 30, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain specialty ophthalmology services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county will not be provided by the contractor which may delay services to CCHP members.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey 925-313-6104



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Participation Agreement #74-672 with California Mental Health Services Authority

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute, on behalf of the County, Participation Agreement #74-672 with California Mental Health Services Authority (CalMHSA), a government agency, to pay an amount not to exceed \$398,419 to participate in the Psychiatric Inpatient Concurrent Review (PICR) project, for the period August 1, 2023 through December 31, 2024.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$398,419 and will be funded 100% by Mental Health Realignment funds.

**BACKGROUND:**

The PICR project is being administered by CalMHSA on behalf of Participants with the primary purpose of conducting concurrent review and authorization for all psychiatric inpatient hospital and psychiatric health facility services on behalf of participating California County Mental Health Plans (“MHPs”).

By utilizing a technology-assisted concurrent review process the contractor will ensure a consistent and efficient review process across participating counties and will support MHP compliance with California Department of Health Care Services (DHCS) Behavioral Health Information Notice (BHIN) 19-026 and 22-017, and the Parity in Mental Health and Substance Use Disorder Services Final Rule (Parity Rule; Title 42 of the CFR, part 438.910).

Under Contract #74-672, the contractor will act as the fiscal and administrative agent for the Statewide PICR project, to manage funds received consistent with the requirements of any applicable laws, regulations, guidelines and/or contractual obligations, and contract with subject matter experts to support the goals and efforts of the Statewide PICR in an amount not to exceed \$398,419, for the period August 1, 2023 through December 31, 2024.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this participation agreement is not approved, Contra Costa County will not have access to contractor’s services to allow the county’s participation in the PICR project.

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

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5169

By: June McHuen, Deputy

cc: L Walker, M Parkinen



Contra  
Costa  
County

To: Board of Supervisors  
From: Beth Ward, Animal Services Director  
Date: August 8, 2023

Subject: Contract Amendment to Wong DVM Contract

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Dr. Anthony Wong, DVM, increasing the payment limit by \$105,000 to a new payment limit of \$200,000, and extending the term through June 30, 2024, for continued shelter veterinarian services.

**FISCAL IMPACT:**

Projected FY 2023-24 contract costs are \$105,000. (100% General Fund).

**BACKGROUND:**

The Animal Services Department's Shelter Medicine Support is responsible for providing all of the Animal Services Department's general veterinarian medical care, after-hours urgent care, and emergency care, as well as spay and neuter services for both public and shelter animals. The proposed contract amendment with Dr. Wong will add \$105,000 to the payment limit to provide additional medical services through June 30, 2024, necessitated by higher live release rates for healthy and adoptable animals. The contract with Dr. Wong contains modified insurance language.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Kara Galindo, 925-608-8413

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this amendment will result in the loss of critically required medical services for public spay and neuter services and healthy and adoptable shelter animals.

CHILDREN'S IMPACT STATEMENT:

No impact.





Contra  
Costa  
County

To: Board of Supervisors  
From: Beth Ward, Animal Services Director  
Date: August 8, 2023

Subject: Contract Amendment to Dr. Patchett DVM Contract

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Dr. Marcia Patchett, DVM, increasing the payment limit by \$150,000 to a new payment limit of \$245,000, and extending the term through June 30, 2024, for continued shelter veterinarian services.

**FISCAL IMPACT:**

Projected FY 2023-24 contract costs are \$150,000. (100% General Fund)

**BACKGROUND:**

The Animal Services Department's Shelter Medicine Support is responsible for providing all of the Department's general veterinarian medical care, after-hours urgent care, and emergency care, as well as spay and neuter services for both public and shelter animals. The proposed amendment with Dr. Patchett will add \$150,000 to the payment limit to provide additional medical services through June 30, 2024, necessitated by higher live release rates for healthy and adoptable animals. The contract with Dr. Patchett contains modified insurance language.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Kara Galindo, 925-608-8413

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this amendment will result in the loss of critical public spay and neuter services and impact healthy and adoptable shelter animals.

CHILDREN'S IMPACT STATEMENT:

No impact.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Amendment to Purchase Order with Linde Gas & Equipment Inc. (Cylinder Gas)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, an amendment to purchase order #24742 with Linde Gas & Equipment Inc., to increase the payment limit by \$135,000 to a new payment limit of \$332,572 for the purchase of cylinder gas for the Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers with no change in the original term of September 1, 2019 through August 31, 2024.

**FISCAL IMPACT:**

Approval of this action will result in additional expenditures of up to \$135,000 over the remaining year of the established purchase order and will be funded by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

CCRMC and related Health Centers require oxygen, compressed medical air, nitrogen, and carbon dioxide to sustain operations.

Cylinder gas costs are negotiated annually between Linde Gas & Equipment, Inc. and the County Purchasing Department. Effective September 1, 2023, it is anticipated that approximately \$135,000 will be spent on cylinder gases for the period of September 1, 2023 through August 31, 2024.

Approval of this amendment will allow Linde Gas & Equipment, LLC to continue to provide the required cylinder gases without interruption in service to CCRMC and the related Health Centers throughout the county.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this purchase order amendment is not approved, the CCRMC and its Health Centers will not be able to purchase the required gases needed to provide basic medical care, directly affecting patient care.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Karin Stryker, (925) 370-5141

cc:

ATTACHMENTS



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Amendment to Purchase Order with Linde Gas & Equipment Inc. (Bulk Medical Gas)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, an amendment to purchase order #25135 with Linde Gas & Equipment Inc., to increase the payment limit by \$42,838 to a new payment limit of \$225,001 for the purchase of bulk medical oxygen for the Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers with no change in the original term of September 1, 2020 through August 31, 2025.

**FISCAL IMPACT:**

Approval of this action will result in additional expenditures of up to \$42,838 over the remaining two-year period and will be funded by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

CCRMC and related Health Centers require oxygen, compressed medical air, nitrogen, and carbon dioxide to sustain operations. Bulk medical gas costs are negotiated annually between Linde Gas & Equipment, Inc. and the County Purchasing Department.

Approval of this amendment will allow Linde Gas & Equipment Inc. to continue to provide the required bulk medical gases without interruption in service to CCRMC and the related Health Centers throughout the County.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this purchase order amendment is not approved, CCRMC and its Health Centers, will not be able to purchase the required bulk gases to provide basic medical care, directly affecting patient care.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Karin Stryker, (925) 370-5141

cc:

ATTACHMENTS



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #74-446-13 with Neil Sachs, M.D.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-446-13 with Neil Sachs, M.D., an individual, in an amount not to exceed \$241,613, to provide outpatient psychiatric care services to mentally ill older adults in West Contra Costa County, for the period October 1, 2023 through September 30, 2024.

**FISCAL IMPACT:**

Approval of this contract will result in annual expenditures of up to \$241,613 and will be funded as budgeted 100% by Mental Health Realignment funds. (No rate increase)

**BACKGROUND:**

The Behavioral Health Division has been contracting with Neil Sachs, M.D., since October 1, 2012 to provide outpatient psychiatric care to mentally ill adults in West Contra Costa County. On August 16, 2022, the Board of Supervisors approved Contract #74-446-12 with Neil Sachs, M.D., in an amount not to exceed \$296,525, for the provision of outpatient psychiatric care services to mentally ill adults in West Costa County for the period October 1, 2022 through September 30, 2023. Approval of Contract #74-446-13 will allow this contractor to continue providing psychiatric care services through September 30, 2024.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, the County's clients will not have access to this contractor's psychiatric care services.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Suzanne Tavano, Ph.D,  
925-957-5201

By: June McHuen, Deputy

cc: S Cordova, C Viscarra



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Purchase Order with Sleep and Brain Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Sleep and Brain Inc., in an amount not to exceed \$507,400 for the purchase of home sleep study devices for Contra Costa Regional Medical Center (CCRMC) and Health Centers for the period from October 1, 2023 through September 30, 2024.

**FISCAL IMPACT:**

Approval of this purchase order will result in expenditures of up to \$507,400 and will be funded by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

CCRMC and Health Centers use home sleep study devices to assist providers in diagnosing and treating sleep-related disorders to minimize the exacerbation of Chronic Heart Failure, Chronic Obstructive Pulmonary Disease, Obstructive Sleep Apnea, and Obesity Hypoventilation Syndrome.

Sleep and Brain Inc. will supply both the WatchPAT One and WatchPAT 300 devices for home sleep studies for the Cardiopulmonary Department. These devices offer an innovative testing method that is more accurate and comfortable for patients. The WatchPAT One device is single-use and disposable, unlike the current tests used, which makes for lower infection control issues.

Approval of this purchase order will allow CCRMC and Health Centers to purchase both the WatchPAT One and WatchPAT 300 home sleep study devices for the Cardiopulmonary Department through September 30, 2024.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this purchase order is not approved, CCRMC and Health Centers will be unable to purchase the home sleep study devices needed for diagnosing sleep-related disorders, directly affecting patient care.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Karin Stryker, (925) 370-5141

cc:



ATTACHMENTS



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Amendment/Extension Amendment Contract #77-389-1 with Symphony Performance Health, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension Agreement #77-389-1 with Symphony Performance Health, Inc., a corporation, effective May 1, 2023, to amend Contract #77-389, to increase the payment limit by \$25,000, from \$25,000 to a new payment limit of \$50,000, and extend the term from August 15, 2023 to August 15, 2025.

**FISCAL IMPACT:**

Approval of this contract will result in additional annual expenditure of up to \$25,000 and will be funded as budgeted by the department in FY 2023-25, 100% by Contra Costa Health Plan Enterprise Fund II. (Additional Services)

**BACKGROUND:**

This contract meets the needs of Contra Costa Health Plan (CCHP) by administering provider satisfaction surveys. CCHP must conduct these surveys as per contractual obligations under its contracts with the Department of Health Care Services and the Department of Managed Health Care. To help meet these obligations, Symphony Performance Health (SPH) will administer its proprietary provider satisfaction surveys to CCHP's contracted provider network. Under contract #77-389, SPH shall grant CCHP a subscription to its Nexus™ Portal, a proprietary web application accessible via an internet web browser to allow CCHP to receive reports and analyze surveys completed by survey participants. The results measure Physician and Practice Manager Satisfaction with CCHP, identify factors impacting physician satisfaction and loyalty, provide an opportunity to compare overall physician satisfaction with other plans and employ methods to improve physician response rates. This information is critical for retention of the provider network, providing data to use for health plan improvement initiatives, and increasing Healthcare Effectiveness Data and Information Set (HEDIS) scores. SPH was chosen by CCHP as a sole source provider and recommended by the Association of Community Affiliated Plans, of which CCHP is a member. This contract includes mutual indemnification obligating county to indemnify Contractor against third-party claims that arise out of the County's gross negligence or willful misconduct in performing the contract. The contract limits Contractor's liability under the contract to the amount paid by County during a twelve (12) month period preceding any claim.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey, 925-313-6104

cc: K Cyr, A Forsythe

BACKGROUND: (CONT'D)

On August 16, 2022 the Board of Supervisors approved Contract #77-389 with Symphony Performance Health, Inc., in the amount not to exceed \$25,000 to administer its proprietary provider satisfaction surveys to CCHP's contracted provider network for the period August 16, 2022 through August 15, 2023. This contract included mutual indemnification.

Approval of Amendment/Extension Agreement #77-389-1, will allow the contractor to continue administering its proprietary provider satisfaction surveys to CCHP's contracted provider network with an amended scope of services including rescaled custom questions, segmentation of provider types, install "Email Blast" and extend the term through August 15, 2025. This Amendment/Extension was delayed due to the division working with County Counsel on extensive amendment language revisions.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment/extension agreement is not approved, revisions requested by the county will not be included in the proprietary provider satisfaction surveys to CCHP's contracted provider network.

ATTACHMENTS



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-620 with Lifesavers Transportation LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-620 with Lifesavers Transportation LLC, a limited liability company, in an amount not to exceed \$300,000, to provide to provide non-emergency medical transportation services for Contra Costa Health Plan (CCHP) Medi-Cal Members, for the period from August 1, 2023 through July 31, 2025.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$300,000 over a 2-year period and will be funded 100% by CCHP Enterprise Fund II revenues.

**BACKGROUND:**

CCHP has an obligation to provide certain non-emergency medical transportation services for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This is a new contractor who will be part of the CCHP Provider Network providing non-emergency medical transportation services starting August 1, 2023.

Under new Contract #77-620, contractor will provide non-emergency medical transportation services for CCHP Medi-Cal members for the period August 1, 2023 through July 31, 2025.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this new contract is not approved, certain non-emergency medical transportation services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county will not be provided and services may be delayed.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron A. Mackey,  
925-313-6104

By: June McHuen, Deputy

cc: Noel Garcia, Laura Bright



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-621 with Building Therapies LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-621 with Building Therapies LLC, a limited liability company, in an amount not to exceed \$300,000, to provide Behavioral Health Treatment (BHT) – Applied Behavioral Analysis (ABA) services for Contra Costa Health Plan (CCHP) members and county recipients for the period August 1, 2023 through July 31, 2025.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$300,000 over a 2-year period and will be funded 100% by CCHP Enterprise Fund II revenues.

**BACKGROUND:**

CCHP has an obligation to provide certain specialized BHT-ABA health care services including, but not limited to; treatment plans to improve the functioning of CCHP members with pervasive developmental disorder or autism under the terms of their Individual and Group Health Plan membership contracts with the county. This is a new contractor who will be part of the CCHP Provider Network providing BHT-ABA services starting August 1, 2023.

Under new Contract #77-621, this contractor will provide BHT-ABA services for CCHP members and county recipients for the period August 1, 2023 through July 31, 2025.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this new contract is not approved certain specialized behavioral health treatment -applied behavioral analysis services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county will not be provided and services may be delayed.

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

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron A. Mackey,  
925-313-6104

By: June McHuen, Deputy

cc: Noel Garcia, Laura Bright



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-622 with Eagle Ambulance

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-622 with Eagle Ambulance, a corporation, in an amount not to exceed \$300,000 to provide non-emergency medical transportation services for Contra Costa Health Plan (CCHP) Medi-Cal members for the period August 1, 2023 through July 31, 2025.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$300,000 over a two-year period and will be funded 100% by CCHP Enterprise Fund II revenues.

**BACKGROUND:**

CCHP has an obligation to provide certain non-emergency medical transportation services for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This is a new contractor who will be part of the CCHP Provider Network providing non-emergency medical transportation services starting August 1, 2023.

Under new Contract #77-622, this contractor will provide non-emergency medical transportation services for CCHP Medi-Cal members for the period August 1, 2023 through July 31, 2025.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain on-emergency medical transportation services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county will not be provided and services may be delayed.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Sharron A. Mackey,  
925-313-6104

By: June McHuen, Deputy

cc: Noel Garcia, Laura Bright



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: August 8, 2023

Subject: Payment for Services Provided by Rincon Consultants, Inc.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed \$49,912 to Rincon Consultants, Inc. for consulting services rendered to the Department of Conservation and Development during the period April 1, 2023 to July 31, 2023 related to the feasibility study for sequestering carbon in the different land uses in Contra Costa County.

**FISCAL IMPACT:**

Approval of this action will result in a one-time expenditure in an amount not to exceed \$49,912 and will be funded with 100% General Fund revenues. Sufficient budget exists in General Funds previously allocated to Sustainability work to cover the cost.

**BACKGROUND:**

In April 2021, Contra Costa County accepted a \$250,000 Sustainable Agricultural Lands Conservation grant from the California Department of Conservation ("State") to conduct a feasibility study of strategies for sequestering carbon in the different land use types in Contra Costa County. This project, "Healthy Lands, Healthy People", will develop a common understanding of carbon sequestration, identify where and how carbon sequestration strategies can be used in Contra Costa County, and build stakeholder support for carbon sequestration projects. The County is obliged to submit a completed report under the terms of the grant agreement with the State.

Rincon Consultants, Inc., has been providing project management, quality assurance and control, technical advisory services, and greenhouse gas verification services to the Department of Conservation and Development related to a feasibility study of strategies for sequestering carbon in the county since September 2021. In March 2023, the process to amend this contract was initiated.

Due to unanticipated problems with the data set the project was directed to use by the State, additional time and resources not articulated by the parties were required of the contractor to complete the services. During this period, the contractor continued services to update the underlying data set, develop a draft report for public review, and complete the feasibility study. Approval of this requested action represents payment of \$49,912 for services provided during the period April 1, 2023 to July 31, 2023. THE Department of Conservation and Development has, therefore, determined that Rincon Consultants, Inc., is entitled to payment for the reasonable value of services provided in good faith under the equitable relief theory of quantum meruit. This theory provides that when a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Jody London, 925-655-2815

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Rincon Consultants, Inc., will not be paid for services rendered in good faith to the Department of Conservation and Development, and the contractor will no longer be available to complete the feasibility study sequestering carbon report for the department.





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #27-162-10 with Juan R. Sequeira, M.D.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-162-10 with Juan R. Sequeira, M.D., an individual, in an amount not to exceed \$450,000, to provide primary care medical services to Contra Costa Health Plan (CCHP) members for the period December 1, 2023 through November 30, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$450,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

**BACKGROUND:**

CCHP has an obligation to provide primary care physician services according to the terms of their Individual and Group Health Plan membership contracts with the county. Contractor has been a member of the CCHP Provider Network since February 1, 1997.

On October 13, 2020, the Board of Supervisors approved Contract #27-162-9 with Juan R. Sequeira, M.D., in an amount not to exceed \$450,000 for the provision of primary care medical services to CCHP members, for the period December 1, 2020 through November 30, 2023.

Approval of Contract #27-162-10 will allow the contractor to continue providing primary care medical services for CCHP members through November 30, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain primary health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided by this contractor which may delay services to CCHP members.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey 925-313-6104



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

Subject: Contract with ECS Imaging, Inc.

---

**RECOMMENDATION(S):**

Acting as the governing board of the Contra Costa County Fire Protection District (District), APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a Software Subscription Agreement with ECS Imaging, Inc., in an amount not to exceed \$55,000, for the migration and maintenance of the District's laserfiche data, for the period of August 15, 2023 through June 30, 2028.

**FISCAL IMPACT:**

Budgeted, 100% CCCFPD General Operating Fund. The total cost of this agreement is estimated at \$55,000 over the five-year term.

**BACKGROUND:**

ECS Imaging, Inc. will migrate the District laserfiche database to a laserfiche cloud that they will manage. Professional services include repository, merge consultation, best practices for security holes, repository folder, template clean up, 275 GB repository migration, project status meetings, and training. The laserfiche cloud includes direct share; data encryption at rest; auto-scaling; automated and encrypted backups; intrusion detection; automated feature and security updates; automated text extraction; import agent with email archive; starter audit trail;

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Regina Rubier (925) 265-3055

cc:

BACKGROUND: (CONT'D)

workflow and forms automation; integration with MS Office, SharePoint, Teams, MS Dynamics 365, and Redtail. The system will allow the District to receive and hold all submitted plans electronically, no longer storing plans via laserfiche on a server. Plans would be available via cloud based solution and can be used onsite at inspection of facilities. This agreement includes a provision for mutual indemnification between the District and ECS Imaging, Inc.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the District may need to lease space to house the physical plans and all plan related documents.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Contract #74-365-16 with Jee Hyun Guss, M.D.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-365-16 with Jee Hyun Guss, M.D., an individual, in an amount not to exceed \$288,288, to provide outpatient mental health services for Central Contra Costa County patients for the period September 1, 2023 through August 31, 2024.

**FISCAL IMPACT:**

Approval of this contract will result in annual service expenditures of up to \$288,288 and will be funded as budgeted by the department in FY 2023-24, 100% by Mental Health Realignment funds. (No rate increase)

**BACKGROUND:**

This contract meets the social needs of County’s population by providing psychiatric services for mentally ill adults in Central Contra Costa County. Contactor has been providing psychiatric services for mentally ill adults in Central Contra Costa County, since September 1, 2009.

On September 13, 2022, the Board of Supervisors approved Contract #74-365-14, with Jee Hyun Guss, M.D., in an amount not to exceed \$362,208, to provide outpatient psychiatric services, including diagnosing, counseling, evaluating and providing medical and therapeutic treatment and consulting and training in medical and therapeutic matters to adult patients in Central Contra Costa County, for the period September 1, 2022 through August 31, 2023.

Approval of Contract #74-365-16 will allow this contractor to continue providing outpatient psychiatric services to patients in Centra Contra Costa County through August 31, 2024.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, contractor will not be able to provide outpatient mental health services to patients, which may delay services to patients.

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

Action of Board On: **08/08/2023**  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  
 Ken Carlson, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Suzanne Tavano, 925-957-5212

cc: K Cyr, A Forsythe



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Amendment #24-681-94(8) with PH Senior Care, LLC (dba Pleasant Hill Manor)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #24-681-94(8) with PH Senior Care, LLC (dba Pleasant Hill Manor), a limited liability company, effective August 1, 2023, to amend Contract #24-681-94(7), to increase the payment limit by \$55,700 from \$1,069,440 to a new payment limit of \$1,125,140, with no change in the term of December 1, 2022 through November 30, 2023.

**FISCAL IMPACT:**

Approval of this contract amendment agreement will result in additional budgeted expenditures of up to \$55,700 and will be funded by 60% County General Fund (\$33,420) and 40% Mental Health Services Act (\$22,280) revenues.

**BACKGROUND:**

Due to the limited number of specialty providers available within the community, the Behavioral Health Services Division relies on contractors to provide necessary specialty health services to its clients. The Behavioral Health Services Division has contracted with PH Senior Care, LLC (dba Pleasant Hill Oasis) PH Senior Care, LLC for augmented board and care services since November 2017.

On November 29, 2022, the Board of Supervisors approved Contract #24-681-94(7) with PH Senior Care, LLC (dba Pleasant Hill Manor), in an amount not to exceed \$1,069,440, to provide augmented board and care services for mentally ill older adults, for the period from December 1, 2022 through November 30, 2023.

Approval of Contract Amendment Agreement #24-681-94(8) will allow the contractor to provide augmented board and care services to five (5) additional mentally ill adults through November 30, 2023.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this amendment is not approved, county's mentally ill adults needing augmented board and care will not have access to contractor's services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Suzanne Tavano 925-957-5212

cc: Edney Suisala, Cristeta Rovira-Hernandez



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #24-681-96(7) with JVTCM Care, LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-681-96(7) with JVTCM Care, LLC, a limited liability company, in an amount not to exceed \$294,864, to provide augmented board and care services for the period August 1, 2023 through July 31, 2024.

**FISCAL IMPACT:**

This contract will result in contractual service expenditures of up to \$294,864 and will be funded 100% by Mental Health Realignment funds. (Rate increase)

**BACKGROUND:**

This contract meets the social needs of the county's population by augmenting room and board and providing twenty-four-hour emergency residential care and supervision to eligible mentally disordered clients, who are specifically referred by the Mental Health Program Staff and who are served by County Mental Health Services. The Behavioral Health Services Department has been contracting with JVTCM Care, LLC, since August 1, 2018 to provide augmented board and care services for mentally ill adults.

On August 16, 2022, the Board of Supervisors approved Contract #24-681-96(6) with JVTCM Care, LLC, in an amount not to exceed \$283,526, to provide augmented board and care services for mentally ill adults for the period August 1, 2022 through July 31, 2023.

Approval of Contract #24-681-96(7) will allow the contractor to continue providing augmented board and care services through July 31, 2024.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, county will not be able to provide augmented board and care services to mentally ill adults in Contra Costa County.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5169

By: June McHuen, Deputy

cc: Edney Suisala, Cristeta Rovira-Hernandez



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

Subject: Purchase Order for Stryker LifePak Defibrillators and Equipment

---

**RECOMMENDATION(S):**

Acting as the governing board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Fire Chief, to execute a purchase order with Stryker, in an amount not to exceed \$587,000, for the purchase of fifteen (15) LifePak defibrillators and accompanying equipment. (100% CCCFPD EMS Transport Fund)

**FISCAL IMPACT:**

100% CCCFPD EMS Transport Fund: \$587,000; costs will be covered with existing appropriations in the CCCFPD EMS Transport Fund.

**BACKGROUND:**

The Contra Costa County Fire Protection District (District) uses highly technical emergency medical equipment to provide care on the scene of medical emergencies. LifePak defibrillators are utilized by EMTs and Paramedics to analyze the heart's rhythm and, if necessary, deliver an electrical shock (defibrillation) to help the heart reestablish an effective rhythm. They can also be used as a pacing device and conduct 12-lead electrocardiograms. The District needs to purchase new defibrillators periodically as older equipment becomes damaged beyond repair or ages beyond use.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Scott Wannamaker, Assistant Chief of EMS  
925-941-3300

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The District will have insufficient inventory of LifePak defibrillators, needed to replace older or damaged defibrillators, which could impact the quality and effectiveness of equipment used in medical emergencies.





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #77-589 with Royal Ambulance, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-589 with Royal Ambulance, Inc., a corporation, in an amount not to exceed \$500,000, to provide non-emergency medical transportation services for Contra Costa Health Plan (CCHP) members for the period August 1, 2023 through July 31, 2025.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$500,000 over a two-year period and will be funded 100% by CCHP Enterprise Fund II revenues.

**BACKGROUND:**

CCHP has an obligation to provide certain specialized non-emergency medical transportation services to CCHP members under the terms of their Individual and Group Health Plan membership contracts with the county. This contractor is a part of the CCHP Provider Network as of August 1, 2023.

Under new Contract #77-589, this contractor will provide non-emergency medical transportation services for CCHP members for the period August 1, 2023 through July 31, 2025.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain specialized transportation services for CCHP members under the terms of their Individual and Group Health Plan membership contract with the county will not be provided by this contractor and may cause a delay in services to CCHP members.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Sharron Mackey, 925-313-6104

cc: K Cyr, A Forsythe



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Contract #25-078-5 with Shelter, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-078-5 with Shelter, Inc., a non-profit corporation, in an amount not to exceed \$9,030,382, to provide housing assistance to Seriously and Persistently Mentally Ill (SPMI) youth and adults for the period from July 1, 2023 through June 30, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in an amount not to exceed \$9,030,382 over a three-year period and is funded 100% by Mental Health Services Act (MHSA) funds.

**BACKGROUND:**

This Contract meets the social needs of the County’s population in that it provides support services to County residents that are homeless and have a diagnosis of mental illness or a dual-diagnosis of mental illness and substance abuse, and are receiving services of Contra Costa County Mental Health or other approved referral agencies.

On September 8, 2020, the Board of Supervisors approved Contract #25-078-3 with Shelter, Inc. in an amount not to exceed \$7,157,615 for the provision of housing assistance to SPMI youth and adults, for the period from July 1, 2020 through June 30, 2023.

Approval of Contract #25-078-5 will allow this contractor to continue to provide housing assistance through June 30, 2026. This contract was submitted late due to a delay in finalizing the MHSA three-year plan to allocate MHSA spending.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, SPMI youth and adults will lose subsidies and not receive the housing assistance they need, putting them at risk for remaining homeless and requiring higher levels of care for mental illness and/or substance abuse.

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

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: June McHuen, Deputy

cc: L Walker, Mitch Parkinen

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).

ATTACHMENTS



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Contract #76-624-9 with Sharjo, Inc. (dba Servicemaster Restoration Services & Servicemaster Recovery Management)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-624-9 with Sharjo, LLC (dba Servicemaster Restoration Services & Servicemaster Recovery Management), a limited liability company, in an amount not to exceed \$300,000, to provide emergency restoration services at Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period November 1, 2023 through October 31, 2026.

**FISCAL IMPACT:**

Approval of this contract will result in service expenditures of up to \$300,000 over a three-year period and will be funded 100% by Hospital Enterprise Fund I. (Rate increase)

**BACKGROUND:**

Contra Costa County has an obligation to provide facility restoration services at CCRMC and Contra Costa Health Centers during emergency events requiring immediate assistance during COVID-19 pandemic and other adverse events by providing deep cleaning services at potential or affected facilities. Contractor has provided emergency restoration services with the County since December 1, 2018.

On June 21, 2022 the Board of Supervisors approved Contract #76-624-8 with Sharjo, LLC (dba Servicemaster Restoration Services & Servicemaster Recovery Management), in an amount not to exceed \$9,300,000 for the provision of restoration services during emergency events requiring immediate assistance during COVID-19 pandemic and other adverse events by providing deep cleaning services at CCRMC and Health Centers for the period May 1, 2022 through October 31, 2023.

Approval of Contract #76-624-9 will allow contractor to continue providing emergency restoration services to resolve emergency events requiring immediate assistance through October 31, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, CCRMC and Contra Costa Health Centers will not have access to contractor’s emergency restoration services.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jaspreet Benepal, 925-370-5501

cc: L Walker, Mitch Parkinen



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Beth Ward, Animal Services Director  
Date: August 8, 2023

**Subject:** Contract Amendment to Sage Veterinary Centers, L.P.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract amendment with Sage Veterinary Centers, L.P. to increase the payment limit by \$66,000 to a new payment limit of \$216,000 and extend the term through June 30, 2024 for continued shelter veterinarian services.

**FISCAL IMPACT:**

Projected FY 2023-24 contract costs are \$66,000. (100% County General Fund)

**BACKGROUND:**

24-hour emergency veterinary support is necessary for sick or injured, stray, abandoned, or neglected animals brought to the Contractor's clinic for appropriate care. The proposed amendment will add \$66,000 to the contract for additional medical services the contractor provides, necessitated by higher numbers of animals served. The Contractor works closely with the Department Director and Chief of Shelter Medicine to facilitate approved care for sick and injured animals.

**CONSEQUENCE OF NEGATIVE ACTION:**

Failure to approve this amendment will result in the loss of critical 24-hour care medical services and put sick and injured animals at risk.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

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

ATTESTED: August 8, 2023

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

Contact: Kara Galindo, 925-608-8413

By: , Deputy

cc:

CHILDREN'S IMPACT STATEMENT:

No impact.

CLERK'S ADDENDUM

**RELISTED to a future date uncertain.**



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

**Subject:** Contract #27-954-4 with Philip R. Mill, OD and Michael D. Sutton, OD, Inc., A Professional Corporation

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-954-4 with Philip R. Mill, OD and Michael D. Sutton, OD, Inc., A Professional Corporation, in an amount not to exceed \$300,000, to provide optometry services to Contra Costa Health Plan (CCHP) members for the period from November 1, 2023 through October 31, 2026.

**FISCAL IMPACT:**

This contract will result in contractual service expenditures of up to \$300,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

**BACKGROUND:**

CCHP has an obligation to provide certain non-physician provider services for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This Contractor has been a part of the CCHP Provider Network providing optometry services since November 2014.

On September 22, 2020, the Board of Supervisors approved Contract #27-954-3 with Philip R. Mill, OD and Michael D. Sutton, OD, Inc., A Professional Corporation, in an amount not to exceed \$225,000 for the provision of optometry services to CCHP members, for the period from November 1, 2020 through October 31, 2023.

Approval of Contract #27-954-4 will allow the contractor to continue to provide optometry services for CCHP members through October 31, 2026.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, certain optometry services for its members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided and services may be delayed.

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

Action of Board On: **08/08/2023**  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  
 Ken Carlson, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023  
 Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sharron Mackey 925-313-6104

cc: Cristeta Rovira-Hernandez



Contra  
Costa  
County

To: Board of Supervisors  
From: Karen Caoile, Director of Risk Management  
Date: August 8, 2023

Subject: Contract with Milliman, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Risk Management, or designee, to execute a contract with Milliman, Inc. in an amount not to exceed \$50,000 to provide actuarial services of self-funded workers' compensation, general liability and medical malpractice programs for the period of July 1, 2023 through June 30, 2024.

**FISCAL IMPACT:**

Costs will be funded through the General Fund. (100% General Fund)

**BACKGROUND:**

Milliman, Inc. provides actuarial services of self-funded workers' compensation, general liability, and medical malpractice programs. This contract will allow the Department to meet its legal responsibilities for actuarial reporting and to establish trust fund criteria. The contract is for actuarial analysis, audit, and consulting services, with revisions to the General Conditions including indemnification language.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Risk Management Department will not be able to meet its legal responsibilities regarding actuarial reporting of self-funded workers' compensation, general liability, and medical malpractice programs.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: June McHuen, Deputy

Contact: Karen Caoile, 925-335-1400

cc:



Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off	
1/5/2023	6/17/2022	19499	CC App	Waive balance	\$265.00	
1/5/2023	7/1/2022	22933	CC App	Waive balance	\$265.00	
1/5/2023	4/6/2022	1485	CC App	Waive balance	\$265.00	
1/11/2023	5/27/2021	61327126	Timely Filing	Waive balance	\$3,691.63	
1/11/2023	11/14/2019	54939992	Billing Error	Waive balance	\$3,095.24	
1/11/2023	2/4/2022	63649191	CC App	Waive balance	\$550.00	
1/11/2023	4/25/2022	5930	CC App	Waive balance	\$1,859.00	
1/11/2023	9/27/2021	62583066	Billing Error	Waive balance	\$742.70	
1/17/2023	6/21/2021	61594041	Timely Filing	Waive balance	\$3,257.63	
1/17/2023	3/13/2022	63864111	CC App	Waive balance	\$2,751.00	
1/17/2023	3/23/2022	63938626	CC App	Waive balance	\$3,123.00	
1/17/2023	9/8/2020	58382380	Timely Filing	Waive balance	\$3,093.40	
1/17/2023	1/1/2022	63347785	CC App	Waive balance	\$1,119.62	
1/17/2023	2/26/2022	63765007	Payment not applied	Waive balance	\$150.00	
1/17/2023	12/23/2020	59572357	Timely Filing	Waive balance	\$2,600.03	
1/17/2023	7/12/2019	53339348	Timely Filing	Waive balance	\$200.00	
1/17/2023	7/12/2019	53339347	Timely Filing	Waive balance	\$2,588.61	
1/17/2023	9/13/2021	62449885	Timely Filing	Waive balance	\$3,185.00	
1/17/2023	9/4/2022	43323	CC App	Waive balance	\$265.00	
1/18/2023	8/2/2020	57977236	Auto Dispute	Waive balance	\$3,008.00	
1/18/2023	3/5/2021	60375100	Billing Error	Waive balance	\$2,921.00	
1/19/2023	9/23/2022	43068	CC App	Waive balance	\$200.00	
1/19/2023	9/4/2022	38658	CC App	Approved for 50% waiver	\$1,416.00	
1/19/2023	2/28/2020	56264956	Billing Error	Waive balance	\$2,533.44	
1/19/2023	12/18/2020	59521696	Billing Error	Waive balance	\$1,688.66	
1/19/2023	5/1/2016	38077737	CC App	Waive balance	\$1,100.00	
1/19/2023	2/11/2022	63661584	CC App	Approved for 50% waiver	\$1,407.00	
1/19/2023	11/17/2020	59174189	Deceased	Waive balance	\$269.74	
1/19/2023	3/5/2019	51642174	Mistaken call	Waive balance	\$914.40	
1/19/2023	10/13/2020	58788610	Billing Error	Waive balance	\$2,602.00	
1/19/2023	12/5/2020	59368588	Billing Error	Waive balance	\$2,602.00	
1/23/2023	3/1/2020	56287260	CC App	Waive balance	\$2,533.44	
1/26/2023	3/5/2022	63810576	Lift Assist	Waive balance	\$550.00	
1/26/2023	10/5/2018	49779386	Deceased	Waive balance	\$275.44	
1/26/2023	3/5/2021	2963	CC App	CC App Approved	\$2,668.35	
1/26/2023	12/24/2022	67738	CC App	CC App Approved	\$3,157.98	
1/26/2023	5/12/2022	10081	CC App	CC App Approved	\$579.15	
1/26/2023	5/10/2022	9791	CC App	CC App Approved	\$3,288.56	
1/30/2023	1/19/2021	59866127	Auto Dispute	Waive balance	\$3,673.40	
1/30/2023	5/26/2021	61315472	Billing Error	Waive balance	\$2,660.00	
1/30/2023	9/27/2021	62583043	Lift Assist	Waive balance	\$550.00	

Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off	
1/30/2023	9/29/2022	44643	CC App	CC App Approved	\$104.84	
1/30/2023	7/22/2022	28168	Billing Error	Waive balance	\$200.00	
1/30/2023	11/16/2019	54963537	Billing Error	Waive balance	\$2,754.12	
1/30/2023	11/30/2020	59316573	Billing Error	Waive balance	\$2,776.00	
1/30/2023	10/16/2020	58818474	Billing Error	Waive balance	\$2,660.00	
1/30/2023	1/11/2020	55662271	Billing Error	Waive balance	\$3,416.16	
1/30/2023	9/26/2021	62577836	Auto Dispute	Waive balance	\$2,627.00	
1/30/2023	4/30/2021	61017432	Billing Error	Waive balance	\$125.00	
1/31/2023	5/24/2021	61292893	Billing Error	Waive balance	\$3,762.00	
1/31/2023	12/5/2019	55206310	Billing Error	Waive balance	\$3,095.24	
2/2/2023	9/30/2021	62620284	Billing Error	Waive balance	\$3,061.00	
2/2/2023	6/1/2021	64734783	Billing Error	Waive balance	\$550.00	
2/2/2023	11/25/2022	59999	Mistaken call	Waive balance	\$579.15	
2/2/2023	10/17/2022	48131	CC App	CC App Approved	\$2,831.53	
2/7/2023	12/16/2019	55335693	Billing Error	Waive balance	\$2,367.93	
2/7/2023	1/29/2020	55884026	Billing Error	Waive balance	\$2,533.44	
2/7/2023	6/13/2021	61516308	Billing Error	Waive balance	\$3,381.63	
2/7/2023	9/22/2020	58553938	Deceased	Waive balance	\$2,834.00	
2/7/2023	6/4/2021	61412900	Deceased	Waive balance	\$2,689.00	
2/8/2023	6/21/2020	57499113	Billing Error	Waive balance	\$2,776.00	
2/9/2023	5/9/2021	61120052	Billing Error	Waive balance	\$2,602.00	
2/9/2023	11/7/2021	62910366	Billing Error	Waive balance	\$200.00	
2/9/2023	5/28/2020	57235282	Deceased	Waive balance	\$2,533.44	
2/9/2023	9/22/2019	54272874	Billing Error	Waive balance	\$2,367.93	
2/9/2023	1/28/2020	55878391	Billing Error	Waive balance	\$2,367.93	
2/9/2023	7/31/2022	29994	Deceased	Waive balance	\$375.00	
2/13/2023	11/4/2022	55083	CC App	CC App Approved	\$200.00	
2/13/2023	8/17/2022	34460	CC App	CC App Approved	\$2,766.24	
2/13/2023	5/11/2019	52527083	Billing Error	Waive balance	\$689.53	
2/13/2023	8/29/2021	62309377	Billing Error	Waive balance	\$3,495.00	
2/13/2023	2/26/2020	56240772	Billing Error	Waive balance	\$2,367.93	
2/14/2023	2/9/2017	41900185	CC App	CC App Approved	\$830.00	
2/14/2023	1/11/2022	63432366	Deceased	Waive balance	\$1,688.08	
2/14/2023	8/23/2021	62234706	Billing Error	Waive balance	\$3,257.63	
2/14/2023	8/3/2019	53634425	CC App	CC App Approved	\$464.29	
2/14/2023	2/7/2019	51320552	Billing Error	Waive balance	\$3,263.04	
2/14/2023	7/23/2021	61927195	Billing Error	Waive balance	\$3,417.63	
2/15/2023	5/28/2020	57239570	Mistaken call	Waive balance	\$958.48	
2/21/2023	1/16/2020	55955600	Billing Error	Waive balance	\$3,315.92	
2/21/2023	12/30/2020	59652627	Billing Error	Waive balance	\$2,776.00	
2/21/2023	10/28/2021	62838131	Billing Error	Waive balance	\$2,875.00	
2/22/2023	10/10/2022	46891	CC App	Approved for 75% waiver	\$2,613.32	

Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off	
2/22/2023	6/10/2021	61479252	Billing Error	Waive balance	\$2,949.00	
2/27/2023	5/16/2021	64561953	Lift Assist	Waive balance	\$550.00	
2/27/2023	5/4/2020	57001084	Billing Error	Waive balance	\$2,698.95	
2/27/2023	9/9/2021	62620500	Billing Error	Waive balance	\$3,185.00	
2/28/2023	11/29/2021	63082965	Auto Dispute	Waive balance	\$3,557.00	
2/28/2023	7/5/2020	57656644	Hardship	Send CC App	\$0.00	
2/28/2023	3/11/2022	64174242	Auto Dispute	Waive balance	\$550.00	
3/1/2023	12/5/2020	59368614	Billing Error	Waive balance	\$2,776.00	
3/1/2023	4/13/2021	60827856	CC App	CC App Approved	\$2,544.00	
3/1/2023	6/19/2020	57479907	Mistaken call	Waive balance	\$953.40	
3/2/2023	4/16/2019	52187214	Billing Error	Waive balance	\$2,754.12	
3/2/2023	4/12/2021	60809729	Billing Error	Waive balance	\$3,356.00	
3/2/2023	11/30/2022	61190	CC App	CC App Approved	\$200.00	
3/2/2023	9/1/2022	37873	CC App	CC App Approved	\$579.15	
3/2/2023	5/2/2022	7616	CC App	CC App Approved	\$3,223.27	
3/2/2023	6/2/2022	15719	Hardship	Reduce to medicare allow	\$2,064.70	
3/3/2023	4/29/2020	56955301	Deceased	Waive balance	\$250.00	
3/7/2023	3/29/2022	63972947	Auto Dispute	Waive balance	\$550.00	
3/7/2023	12/16/2021	63215662	Billing Error	Waive balance	\$3,505.63	
3/7/2023	7/16/2020	57780588	Billing Error	Waive balance	\$3,035.40	
3/7/2023	12/27/2021	63303652	Billing Error	Waive balance	\$2,751.00	
3/7/2023	12/31/2022	69674	Hardship	Waive balance	\$579.15	
3/8/2023	4/2/2020	56679658	Billing Error	Waive balance	\$3,040.07	
3/8/2023	2/21/2020	56179041	Billing Error	Waive balance	\$3,260.75	
3/8/2023	6/25/2021	61640560	Billing Error	Waive balance	\$2,375.17	
3/8/2023	3/20/2020	56525721	Billing Error	Waive balance	\$2,698.95	
3/8/2023	12/16/2019	55330430	Billing Error	Waive balance	\$2,643.78	
3/10/2023	12/31/2020	59663941	Auto Dispute	Waive balance	\$520.00	
3/13/2023	8/24/2021	62249892	Billing Error	Waive balance	\$2,689.00	
3/13/2023	12/16/2019	55330493	Billing Error	Waive balance	\$2,984.90	
3/13/2023	12/15/2020	59479898	Billing Error	Waive balance	\$3,037.00	
3/13/2023	6/25/2021	61633186	Deceased	Waive balance	\$550.00	
3/15/2023	3/10/2021	60425603	Billing Error	Waive balance	\$520.00	
3/20/2023	10/21/2022	48976	CC App	Waive balance	\$2,831.53	
3/20/2023	8/7/2020	58031250	Billing Error	Waive balance	\$2,834.00	
3/20/2023	2/26/2020	56252616	Billing Error	Waive balance	\$3,095.24	
3/20/2023	6/8/2019	52898587	Billing Error	Waive balance	\$2,754.12	
3/20/2023	10/10/2022	48520	CC App	CC App Approved	\$3,027.40	
3/22/2023	6/29/2022	22482	CC App	CC App Approved	\$3,223.27	
3/22/2023	10/7/2021	62678832	Billing Error	Waive balance	\$1,056.63	
3/22/2023	2/7/2023	78761	Lift Assist	Waive balance	\$579.15	
3/22/2023	2/19/2023	81941	Mistaken call	Waive balance	\$579.15	

Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off	
3/22/2023	12/7/2019	55216592	Deceased	Waive balance	\$250.00	
3/22/2023	4/19/2017	42806329	Deceased	Waive balance	\$2,200.00	
3/22/2023	04/19/2019	52219776	Deceased	Waive balance	\$250.00	
3/22/2023	3/5/2020	56348806	FRALS	Waive balance	\$250.00	
3/22/2023	3/6/2020	56361209	Billing Error	Waive balance	\$250.00	
3/23/2023	1/18/2021	59859801	Auto Dispute	Waive balance	\$3,151.40	
3/27/2023	9/4/2022	38667	CC App	CC App Approved	\$579.15	
3/27/2023	12/20/2021	63249140	Billing Error	Waive balance	\$2,999.00	
3/27/2023	8/11/2019	53734181	Billing Error	Waive balance	\$912.30	
3/27/2023	3/24/2022	63945358	Billing Error	Waive balance	\$1,056.63	
3/27/2023	5/16/2020	57122016	Billing Error	Waive balance	\$3,526.50	
3/27/2023	1/18/2020	55781925	Deceased	Waive balance	\$2,819.39	
3/27/2023	12/15/2022	65227	Deceased	Waive balance	\$200.00	
3/27/2023	2/22/2023	82587	CC App	CC App Approved	\$200.00	
3/27/2023	11/13/2022	56907	CC App	CC App Approved	\$2,491.93	
3/27/2023	8/16/2022	33764	CC App	CC App Approved	\$652.98	
3/28/2023	11/27/2021	63065521	Auto Dispute	Waive balance	\$550.00	
3/28/2023	11/24/2021	63048730	CC App	CC App Approved	\$2,153.82	
3/28/2023	12/9/2022	63753	CC App	CC App Approved	\$200.00	
3/30/2023	1/21/2019	51104744	CC App	CC App Approved	\$250.00	
4/3/2023	4/4/2022	832	FRALS	Waive balance	\$63.65	
4/3/2023	12/7/2020	59388841	Billing Error	Waive balance	\$3,238.40	
4/3/2023	2/22/2022	63734933	Billing Error	Waive balance	\$2,904.00	
4/3/2023	4/29/2022	7052	Deceased	Waive balance	\$265.00	
4/3/2023	11/5/2022	55100	CC App	CC App Approved	\$2,896.82	
4/3/2023	8/29/2022	37037	CC App	CC App Approved	\$2,170.71	
4/3/2023	8/22/2022	35274	CC App	CC App Approved	\$2,116.97	
4/4/2023	2/14/2023	60158646	Timely Filing	Waive balance	\$2,660.00	
4/4/2023	9/23/2021	62546732	CC App	CC App Approved	\$152.50	
4/4/2023	6/20/2020	57485351	Timely Filing	Waive balance	\$2,602.00	
4/4/2023	8/1/2020	57967850	Timely Filing	Waive balance	\$2,776.00	
4/4/2023	1/23/2020	55804910	Timely Filing	Waive balance	\$2,423.10	
4/4/2023	6/20/2022	20235	Lift Assist	Waive balance	\$579.15	
4/5/2023	11/25/2021	63054915	Auto Dispute	Waive balance	\$721.75	
4/5/2023	5/5/2021	61081465	Lift Assist	Waive balance	\$520.00	
4/10/2023	10/30/2020	58969364	Billing Error	Waive balance	\$520.00	
4/10/2023	6/22/2021	61611475	Billing Error	Waive balance	\$3,309.00	
4/10/2023	3/11/2023	86674	Billing Error	Waive balance	\$579.15	
4/10/2023	12/3/2022	62169	Auto Dispute	Waive balance	\$100.00	
4/10/2023	1/20/2023	75111	CC App	CC App Approved	\$579.15	
4/10/2023	12/29/2022	69167	CC App	CC App Approved	\$200.00	
4/10/2023	1/16/2023	73293	Dispute	Waive balance	\$579.15	

Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off	
4/10/2023	11/15/2022	57182	CC App	CC App Approved	\$200.00	
4/10/2023	4/22/2021	60932680	Billing Error	Waive balance	\$2,718.00	
4/11/2023	4/3/2022	717	Deceased	Waive balance	\$76.74	
4/12/2023	3/4/2023	84808	CC App	CC App Approved	\$3,253.80	
4/13/2023	3/4/2023	84680	CC App	CC App Approved	\$3,092.69	
4/13/2023	12/22/2022	67137	CC App	CC App Approved	\$789.50	
4/13/2023	2/5/2023	78214	CC App	CC App Approved	\$4,006.75	
4/13/2023	4/1/2019	51996106	Timely Filing	Waive balance	\$3,187.62	
4/13/2023	11/22/2022	59068	CC App	CC App Approved	\$125.00	
4/13/2023	3/27/2023	90441	Dispute	Waive balance	\$579.15	
4/17/2023	11/1/2021	62867086	Billing Error	Waive balance	\$1,416.43	
4/17/2023	11/27/2020	59281763	Billing Error	Waive balance	\$3,124.00	
4/17/2023	12/31/2022	69471	CC App	CC App Approved	\$579.15	
4/17/2023	2/26/2023	83488	CC App	CC App Approved	\$579.15	
4/17/2023	12/17/2022	65832	CC App	CC App Approved	\$265.00	
4/17/2023	3/31/2023	91479	CC App	CC App Approved	\$2,962.11	
4/17/2023	1/12/2021	59792260	Billing Error	Waive balance	\$2,977.40	
4/18/2023	1/29/2023	76785	CC App	Denied - Does not Qual o	\$0.00	
4/18/2023	7/21/2022	28077	Billing Error	Waive balance	\$579.15	
4/18/2023	1/18/2023	74113	Deceased	Waive balance	\$200.00	
4/18/2023	12/15/2022	65457	Deceased	Waive balance	\$3,188.51	
4/18/2023	3/5/2022	63810612	Dispute	Insurance not active send	\$0.00	
4/18/2023	4/8/2021	60766058	Dispute	Waive balance	\$446.85	
4/18/2023	11/16/2020	59160104	Billing Error	Waive balance	\$1,776.40	
4/18/2023	8/29/2020	58301037	Billing Error	Waive balance	\$2,839.21	
4/18/2023	12/30/2019	55508245	Billing Error	Waive balance	\$885.06	
4/18/2023	1/13/2021	59808224	Deceased	Waive balance	\$520.00	
4/19/2023	5/7/2022	8903	CC App	CC App Approved	\$3,288.56	
4/19/2023	11/23/2022	59452	CC App	CC App Approved	\$579.15	
4/19/2023	2/16/2023	81053	Deceased	Waive balance	\$2,700.95	
4/20/2023	12/19/2022	66322	CC App	CC App Approved	\$265.00	
4/25/2023	1/1/2023	69773	CC App	CC App Approved	\$130.74	
4/27/2023	4/1/2023	91693	CC App	CC App Approved	\$579.15	
4/27/2023	2/2/2020	55945511	Billing Error	Waive balance	\$2,423.10	
4/27/2023	10/4/2022	54470	CC App	Waive balance	\$614.55	
4/29/2023	10/31/2022	51555	CC App	CC App Approved	\$34.40	
4/29/2023	1/3/2022	63366857	CC App	CC App Approved	\$422.90	
5/1/2023	10/22/2019	54650695	Billing Error	Waive balance	\$2,765.24	
5/8/2023	6/26/2022	21692	CC App	CC App Approved	\$2,992.64	
5/8/2023	7/14/2022	26219	CC App	CC App Approved	\$3,057.93	
5/16/2023	9/16/2021	62480862	Auto Dispute	Waive balance	\$3,123.00	
5/16/2023	1/18/2023	74955	CC App	CC App Approved	\$285.55	



Date Complaint Received	Date of Service	Account #	Items in Dispute	Disposition	Amount Written Off
5/17/2023	1/27/2023	76238	CC App	CC App Approved	\$200.00
5/17/2023	8/1/2022	30121	CC App	CC App Approved	\$3,288.56
5/17/2023	10/07/2022	46255	Deceased	Waive balance	\$3,092.69
5/17/2023	5/12/2022	10122	CC App	CC App Approved	\$579.15
5/17/2023	9/25/2022	43588	CC App	CC App Approved	\$579.15
5/18/2023	10/13/2021	62717564	Billing Error	Waive balance	\$1,056.63
5/18/2023	5/10/2022	9685	CC App	CC App Approved	\$200.00
5/18/2023	7/1/2022	24086	CC App	CC App Approved	\$200.00
5/18/2023	5/26/2022	13900	CC App	CC App Approved	\$200.00
5/18/2023	8/14/2022	33389	CC App	CC App Approved	\$200.00
5/18/2023	8/2/2022	30445	CC App	CC App Approved	\$200.00
5/18/2023	11/10/2022	56007	CC App	CC App Approved	\$579.15
5/22/2023	02/01/2023	77268	Lift Assist	Waive balance	\$579.15
5/22/2023	4/5/2022	1163	Deceased	Waive balance	\$200.00
5/25/2023	10/8/2020	58732736	Billing Error	Waive balance	\$2,530.00
5/31/2023	11/6/2022	53085	Auto Dispute	Waive balance	\$1,000.61
6/1/2023	2/22/2023	82672	CC App	CC App Approved	\$2,507.15
6/13/2023	1/15/2023	73219	CC App	CC App Approved	\$289.68
6/20/2023	12/2/2022	61871	CC App	CC App Approved	\$2,891.45
6/20/2023	12/15/2022	65388	CC App	CC App Approved	\$1,329.85
6/20/2023	1/23/2019	51128476	Billing Error	Waive balance	\$476.43
6/21/2023	4/6/2023	92891	Auto Dispute	Waive balance	\$579.15
6/21/2023	5/13/2023	101768	CC App	CC App Approved	\$3,354.06
6/22/2023	4/15/2023	94718	VOC	Waive balance	\$579.15
6/27/2023	12/28/2021	63312976	Billing Error	Waive Balance	\$1,056.63
6/29/2023	2/2/2023	77635	CC App	Denied - Does not Qual o	\$0.00
6/29/2023	9/27/2022	54079	CC App	CC App Approved	\$200.00
6/29/2023	4/20/2023	96148	CC App	CC App Approved	\$200.00
6/29/2023	11/2/2022	52076	CC App	CC App Approved	\$200.00

**KEY TERMS FOR AMBULANCE BILLING WRITE OFF'S:**

400,004.50

ALS = Advanced Life Support

AMA = Against Medical Advice

AUTO Dispute = Emergency Medical First Responder Fee Policy

BLS = Basic Life Support

CC App = Compassionate Care Application (Hardship)

CCP = Compassionate Care Program

EMS = Emergency Medical Services

FPL = Federal Poverty Level

FRALS = First Responder Life Support

Lift Assist Only = When an individual is assisted up to a more mobile position from the ground by paramedics, but not treated or brought to hospital for further medical attention

PP = Payment Plan

RAS = Released at Scene

Timely Filing = is the timeframe within which a claim must be submitted to a payer

TNT = Treat and Refused Transport

VOC = Victim of Crime



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

**Subject:** Emergency Ambulance Account Write-Off Report

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**RECOMMENDATION(S):**

Acting as the governing board of the Contra Costa Fire Protection District, RECEIVE a report of the January, 2023 through June, 2023 account balance write-offs of Contra Costa County Fire Protection District emergency ambulance services fees and charges totaling \$400,004.50.

**FISCAL IMPACT:**

Total amount of write-offs in January - June 2023 is \$400,004.50 and is funded by CCCFPD Emergency Medical Services Transport Fund.

**BACKGROUND:**

On October 11, 2022 the Board of Directors adopted revised policies and procedures for the billing and collection for emergency ambulance services. Policy AMB-6 (Write-Off Policy) requires the Fire District to report all account write-offs to the Board of Directors on a semi-annual basis at a regularly scheduled Board meeting.

The Contra Costa County Fire Protection District responds to community emergency transport needs, and when feasible obtains client insurance information during incident response reporting and all efforts are made to recover service costs. If insurance information cannot be obtained, billing and insurance request notices are mailed to clients to recover costs primarily from insurance companies or client payments. When insurance information is available, the District is able to bill insurance companies for emergency transport service provided to their members. However, timely billing periods can pose challenges when the District must file claims within certain time periods that can be anywhere from 60-days or less to up to one year from the date of services, before the claim becomes uncollectible. In some situations, clients do not have insurance or the amount covered by the insurance leaves a balance that imposes a significant hardship on the client.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Diane Burgis, District III Supervisor  
Ken Carlson, District IV Supervisor  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V 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: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Scott Wannamaker, Assistant Chief, (925)  
941-3300

cc:

BACKGROUND: (CONT'D)

In compliance with the recent Write-Off Policy, clients may request that a portion or the entire amount owed be waived through the Compassionate Care Application (CCA). Eligibility for such waivers is based on a sliding scale for clients at or below 200% of the federal poverty level. The majority of the write-offs are a result of an approved CCA waiver, billing errors, or enough time has passed that the claims are deemed uncollectible by insurance companies.

The attached report reflects account write-offs due to uncollectible balances in the amount of \$400,004.50 for the period of January 1, 2023 through June 30, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

The Board would not accept the District's write-off approvals report, which would conflict with account receivable accounts due to the uncollectible balances being written-off.

ATTACHMENTS

January - June 2023 Account Write-Offs Report





Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

Subject: APPROVE and AUTHORIZE Change Order with Webcor Construction

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a change order to increase the payment limit by \$1.4 million dollars, to a new payment limit of \$64,738,551 with Webcor Construction L.P., a Delaware Limited Partnership, to cover the increased cost from design changes requested by the departments who will occupy the new building at 1026 Escobar Street, and final costs of the relocation of the emergency responder network antennas previously mounted on the demolished tower.

**FISCAL IMPACT:**

The Board of Supervisors approved a total project budget of \$75 million. This action does not increase the total project budget, it simply reallocates \$1.2 million of contingency funding included in the total project budget to the construction contract. It also moves \$0.2 million from the Antenna Relocation Project, approved by the Board of Supervisors with a total project budget of \$15 million, to the construction contract for the building of the new antenna site and tower needed to relocate the emergency antenna from the 651 Pine Street tower to the new site on East Bay Regional Parks land in Martinez.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Eric Angstadt, 655-2042

cc:

BACKGROUND:

This change order is necessary to cover increased costs associated with two aspects of the project. The first aspect is the final costs associated with building a new antenna site and tower to relocate the emergency radio antenna that was on the 651 Pine Street tower. That antenna is used by police, fire and other first responders through out the county and is a necessary part of the emergency response system. The only site that could be used to relocate the antenna had to be sited on an undeveloped piece of land in the hills owned by East Bay Regional Parks. We ultimately had to build a new road and tower to relocate the emergency antenna. The second aspect is that as we developed the design of the building and worked with the departments that are going to move into the new building, additional features and needs were identified. These additional costs are typical of a design-build procurement method and are why the total project budget includes contingency funds to be used as needed.

CONSEQUENCE OF NEGATIVE ACTION:

Not approving the action would leave the County departments without the design features they need to perform their missions in the new building.

INFRASTRUCTURE, INVESTMENT AND JOBS ACT (IIJA)  
DEPARTMENT IMPACT WORKSHEET

DEPARTMENT: *Countywide*  
REPORTING PERIOD: *FY 2022/23 - Q4 (period ending June 30, 2023)*

ATTACHMENT C

PROGRAM INFORMATION						FINANCIAL INFORMATION					
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Application Amount		Grant Award Amount		Amount Expended	
						Federal Share	County Match	Federal Share	County Match	Federal Share	County Match
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Rebuilding American Infrastructure with Sustainability and Equity	San Pablo Dam Road Rehabilitation: Roadway embankment stabilization and pavement rehabilitation along several segments of San Pablo Dam Road. <b>Project awards announced on June 28. Application not awarded.</b>	\$ 16,825,000	\$ -	\$ -	\$ -	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Countywide Guardrail Upgrades – Phase 2: This project proposes to upgrade existing guardrails along arterials, collectors, and local roads at various locations countywide. This project is a continuation of systemically upgrading all guardrails in the unincorporated County. Areas under consideration for this project are: West County, Saranap, Alamo, and South Walnut Creek. These guardrails have been selected to assure cost effectiveness.	\$ 999,990	\$ 493,710	\$ 999,990	\$ 493,710	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Appian Way at Fran Way Pedestrian Crosswalk Enhancements: This project proposes to upgrade the existing crosswalk at the intersection of Appian Way and Fran Way in unincorporated El Sobrante.	\$ 249,840	\$ 260,960	\$ 249,840	\$ 260,960	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Walnut Boulevard Bike Safety Improvements: This project will improve bicyclist safety by widening the roadway shoulder for the southbound direction along approximately 850 feet of Walnut Boulevard between the intersections of Marsh Creek Road and Vasco Road in unincorporated Brentwood.	\$ 249,415	\$ 900,585	\$ 249,415	\$ 900,585	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Byron Highway Safety Improvements: This project proposes to construct safety improvements along Byron Highway between Clifton Court Road and Bruns Road. Improvements such as street lighting, edgeline rumble strips and curve advance warning flashing beacons are being considered.	\$ 1,316,520	\$ 146,280	\$ 1,316,520	\$ 146,280	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Vasco Road Safety Improvements: This project proposes to install safety improvements along Vasco Road between Walnut Boulevard and Camino Diablo in unincorporated Brentwood. These improvements include constructing a 0.75-mile-long no-passing zone with median striping, centerline rumble strip, and delineators along the Vasco Road median.	\$ 715,050	\$ 79,450	\$ 715,050	\$ 79,450	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Deer Valley Road Traffic Safety Improvements: This project proposes to install safety improvements along several of the horizontal roadway curves of Deer Valley Road where severe collisions have occurred. Improvements such as curve advance warning signs and widening shoulders will be used.	\$ 1,125,810	\$ 125,090	\$ 1,125,810	\$ 125,090	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	San Pablo Avenue Complete Street/Bay Point Trail Gap Closure: This project proposes to implement a road diet and construct a Class I shared-use path along the San Francisco Bay Trail.	\$ 10,517,000	\$ 1,200,000	\$ 10,517,000	\$ 1,200,000	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	Pacifica Avenue Safe Routes to School: Reconfigure Pacifica Avenue to install a two-way cycle track, new and widened sidewalks, bulb-outs, and raised crosswalks from Intel Drive to Port Chicago Highway.	\$ 3,902,000	\$ 440,000	\$ 3,902,000	\$ 440,000	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Bridge Investment Program/Highway Bridge Program	Marsh Creek Road Bridge Replacement (Bridge No. 28C143 & 28C145)	\$ 14,268,379	\$ 3,671,629	\$ 14,268,379	\$ 3,671,629	\$ 1,991,747	\$ 258,052
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Bridge Investment Program/Highway Bridge Program	Byron Highway Bridge Replacement over California Aqueduct (Bridge No. 28C0121)	\$ 19,870,559	\$ 1,791,030	\$ 19,870,559	\$ 1,791,030	\$ 1,737,260	\$ 225,080
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Bridge Investment Program/Highway Bridge Program	Del Monte Drive Bridge Painting and Poly Overlay (Bridge No. 28C0207)	\$ 793,000	\$ 374,000	\$ 793,000	\$ 374,000	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Bridge Investment Program/Highway Bridge Program	Freeman Road and Briones Valley Road Bridge Maintenance	\$ 723,000	\$ 217,000	\$ 723,000	\$ 217,000	\$ -	\$ -
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Bridge Investment Program/Highway Bridge Program	Second Avenue Bridge Replacement (Bridge No. 28C0383)	\$ 7,108,000	\$ 1,262,000	\$ 7,108,000	\$ 1,262,000	\$ -	\$ -
PW		Federal Emergency Management Agency (FEMA)	California Office of Emergency Services (CalOES)	Building Resilient Infrastructure and Communities 2020	Grayson/Walnut Creek Levee Improvement at CCCSD Treatment Plant: (FC is co-applicant with CCCSD). <b>Application is in review.</b>	\$ 2,465,235	\$ 405,674	Award pending	Award pending	TBD	TBD
PW		US Army Corps of Engineers (USACE)	-	Section 1135 – Project Modifications for Improvement of the Environment	Wildcat / San Pablo Creeks Ecosystem Restoration: <b>Application is ongoing.</b> Needs local match source.	\$ 15,363,000	\$ 1,500,000	Award pending	Award pending	TBD	TBD
PW		US Army Corps of Engineers (USACE)	-	Section 1135 – Project Modifications for Improvement of the Environment	Pinole Creek Habitat Restoration: <b>Application is ongoing.</b> Needs local match source.	\$ 8,000,000	\$ 750,000	Award pending	Award pending	TBD	TBD
PW		US Army Corps of Engineers (USACE)	-	Section 1135 – Project Modifications for Improvement of the Environment	Rodeo Creek Habitat Restoration: <b>Application is ongoing.</b> Needs local match source.	\$ 13,949,000	\$ 450,000	Award pending	Award pending	TBD	TBD
PW		US Army Corps of Engineers (USACE)	-	Section 1135 – Project Modifications for Improvement of the Environment	Rheem Creek Habitat Restoration: <b>Application is ongoing.</b> Needs local match source.	\$ 6,990,000	\$ 400,000	Award pending	Award pending	TBD	TBD
PW		US Environmental Protection Agency (EPA)	State Water Board	State Water Quality Improvement Fund Clean Watersheds for All	County-wide underserved communities GSI and water quality improvements.	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -

PROGRAM INFORMATION						FINANCIAL INFORMATION					
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Application Amount		Grant Award Amount		Amount Expended	
						Federal Share	County Match	Federal Share	County Match	Federal Share	County Match
PW		DOT Federal Highway Administration	California Department of Transportation	Charging and Fueling Infrastructure Program	Contra Costa County EV4All Project - installation and deployment of 60 Level 2 chargers and 52 Direct Current Fast Chargers at 15 Contra Costa County Library sites. Five percent (5%) of the requested award will support outreach and education activities. <b>Application is in review.</b>	\$ 14,999,200	\$ -	Award pending	Award pending	TBD	TBD
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	Applan Way Pedestrian Crossing Enhancements: The project will construct pedestrian crossing safety enhancements and sidewalk improvements at five uncontrolled crosswalks to improve pedestrian safety and multi-modal access along Applan Way. <b>Project not awarded. A portion of the project was awarded Highway Safety Improvement Program funding.</b>	\$ 3,265,000	\$ 51,000	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	Carquinez Middle School Trail Connection: The project will construct multi-modal, ADA-compliant path along Crockett Boulevard to access two schools and close a gap in a regional trail. Install pedestrian crossing improvements. <b>Project not awarded.</b>	\$ 4,459,000	\$ 409,000	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	4th Street Crosswalk Enhancements: The project will construct bulb-outs, close a sidewalk gap, upgrade sub-standard sidewalks, install RRFBs and new high-visibility crosswalks at three intersections on Fourth Street <b>Project not awarded.</b>	\$ 1,576,000	\$ -	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Transportation Alternatives/Active Transportation Program	Market Avenue Complete Street: The project will construct widened and ADA-accessible sidewalks, ADA-compliant curb ramps, curb extensions, shared-lane bicycle markings, and narrow travel lanes along 0.3 miles of Market Avenue. <b>Project not awarded.</b>	\$ 3,437,000	\$ 60,000	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Camino Diablo Safety Improvements: This project proposes to install street lighting and rumble stripes along Camino Diablo Road between Vasco Road and McCabe Drive. <b>Project not awarded.</b>	\$ 890,460	\$ 98,940	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Highway Safety Improvement Program	Camino Tassajara Street Lighting Improvements: This project proposes to install street lighting at various locations along Camino Tassajara between Finley Road and Windemere Parkway. <b>Project not awarded.</b>	\$ 1,221,840	\$ 135,760	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Safe Streets and Roads for All	San Pablo Avenue Complete Street/Bay Point Trail Gap Closure: <b>Project not awarded. This project was awarded Active Transportation Program funding.</b>	\$ 9,484,184	\$ 2,371,046	\$ -	\$ -	N/A	N/A
PW		Federal Highway Administration (FHWA)	California Department of Transportation	Rebuilding American Infrastructure with Sustainability and Equity	San Pablo Avenue Complete Street/Bay Point Trail Gap Closure: <b>Project not awarded. This project was awarded Active Transportation Program funding.</b>	\$ 8,122,790	\$ -	\$ -	\$ -	N/A	N/A
						<b>\$ 173,886,272</b>	<b>\$ 17,593,154</b>	<b>\$ 62,838,563</b>	<b>\$ 10,961,734</b>	<b>\$ 3,729,007</b>	<b>\$ 483,132</b>

PROGRAM INFORMATION						FINANCIAL INFORMATION		
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
CAO	21.027	U.S. Treasury	N/A	Coronavirus State and Local Fiscal Relief Fund (CSLFRF)	<p>\$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Eligible expenses include</p> <ul style="list-style-type: none"> <li>• Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;</li> <li>• Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;</li> <li>• Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;</li> <li>• Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,</li> <li>• Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.</li> </ul>	\$ 224,058,903	\$ 224,058,903	\$ 170,718,903
CAO	21.023	U.S. Treasury	N/A	Emergency Rental Assistance Program (ERAP) 2 - Federal Direct Allocation	<p>ERA2 payments are made directly to states, U.S. territories and local governments with more than 200,000 residents. ERA2 sets aside \$2.5 billion for eligible grantees with a high need for ERA2 assistance, based on the number of very low-income renter households paying more than 50 percent of income on rent or living in substandard or overcrowded conditions, rental market costs, and change in employment since February 2020. At least 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed. ERA2 funds generally expire on September 30, 2025.</p>	\$ 38,941,950	\$ 38,941,950	\$ 38,941,950
CAO	21.023	U.S. Treasury	California Housing and Community Development Department	Emergency Rental Assistance Program (ERAP) 2 - State Subrecipient Allocation	<p>ERA2 payments are made directly to states, U.S. territories and local governments with more than 200,000 residents. ERA2 sets aside \$2.5 billion for eligible grantees with a high need for ERA2 assistance, based on the number of very low-income renter households paying more than 50 percent of income on rent or living in substandard or overcrowded conditions, rental market costs, and change in employment since February 2020. At least 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed. ERA2 funds generally expire on September 30, 2026</p>	\$ 32,663,062	\$ 32,663,062	\$ 32,663,062

AMERICAN RESCUE PLAN  
QUARTERLY REPORT

DEPARTMENT: *Countywide*  
REPORTING PERIOD: *FY 2022/23 - Q4 (period ending June 30, 2023)*

ATTACHMENT B

PROGRAM INFORMATION						FINANCIAL INFORMATION		
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
CAO	21.032	U.S. Treasury	N/A	Local Assistance and Tribal Consistency Fund	The Local Assistance and Tribal Consistency Fund provides flexible support for eligible revenue sharing counties and eligible Tribal governments to meet their jurisdiction's needs. Specifically, the statute directs that recipients may use funds for any governmental purpose other than a lobbying activity. As a general matter, recipients may treat these funds in a similar manner to how they treat funds generated from their own revenue. Programs, services, and capital expenditures that are traditionally undertaken by a government are considered to fulfill a "governmental purpose." For Tribal governments, investing in activities undertaken by Tribal enterprises, such as operating or capital expenditures for businesses that are owned or controlled by a Tribal government, are considered a governmental purpose.	\$ 100,000	\$ 50,000	\$ -
ConFire	97.083	Federal Emergency Management Agency (FEMA)	N/A	FY 2021 SAFER (Staffing for Adequate Fire and Emergency Response) Grant	Funding for local fire and emergency response teams to help them increase or maintain the number of trained, "front line" firefighters available in their communities.	\$ 7,548,363	\$ -	\$ 487,503
EHSD	93.600	Administration for Children & Families-Office of Head Start	N/A	Head Start	American Rescue Plan (ARP): Fiscal Year 2021 funding increase for Head Start grantees to support program work toward full re-opening of in-person comprehensive services as local health guidance allows. Federal allocation is \$1 billion.	\$ 2,881,131	\$ 2,881,131	\$ 1,296,704
EHSD	93.568	Administration for Children & Families-Office of Community Services	California Department of Community Services & Development	Low Income Home Energy Assistance Program (LIHEAP)	Provides \$4.5 billion in emergency LIHEAP funds to remain available until September 30, 2022.	\$ 4,692,311	\$ 4,692,311	\$ 4,461,982
EHSD	95.053	Health and Human Services - Administration for Community Living (ACL)	California Department of Aging	Emergency Older Americans Act (OAA) Program Funding	Provides \$1.43 billion in emergency OAA funding, including \$750 million for senior nutrition programs, \$460 million for home-and-community-based support services, \$45 million for disease prevention, \$10 million for the long-term care ombudsman program and \$145 million in assistance for grandparents caring for grandchildren.	\$ 3,810,565	\$ 3,810,565	\$ 1,205,243
EHSD	93.747	Health and Human Services - Administration for Community Living (ACL)	California Department of Social Services	Elder Justice Act Programs	Provides at least \$188 million for the Elder Justice Act in both FY 2021 and FY 2022, and \$88 million for grants to public transit systems to improve transportation access for older adults and people with disabilities.	\$ 15,381	\$ 15,381	\$ 7,500
EHSD	93.591	Health and Human Services - Administration for Children & Families-Family and Youth Services Bureau	CalOES	Family Violence Prevention and Services Act (FVPSA) Program Supplemental Grants	\$450 million Federal funds allocated. Will provide 296 supplement grant awards to states, territories, tribes and local domestic violence organizations to respond to domestic violence. While counties are ineligible to receive direct allocations through the FVPSA program, they may receive funding through their state.	TBD	\$ -	\$ -
EHSD	93.590	Health and Human Services - Administration for Children & Families-Children's Bureau	California Department of Social Services	Community Based Child Abuse Prevention (CBCAP) and Child Abuse Prevention Treatment Act (CAPTA) Supplemental Funding	\$25 Million Federal Funds allocated. Counties and tribes with Title IV-E agreement with state opt-in to the ARPA-CBCAP supplemental funding, a one-time allocation that can be spent through September 30, 2025 without a requirement for non-federal matching fund for child abuse prevention direct services and planing activities.	\$ 522,976	\$ 522,976	\$ -
EHSD	93.575	Administration for Children & Families -Office of Childcare	California Department of Social Services	Child Care Development Block Grant (CCDBG)	ARPA provides a total of nearly \$39 billion in emergency funds for the Child Care Community Block Grant (CCDBG), of which nearly \$15 billion is for child care subsidies through FY 2024. The remaining \$24 billion will be available to states to make stabilization subgrants directly to child care providers to assist in maintaining operations.	TBD	\$ -	\$ -
EHSD	93.596	Administration for Children & Families -Office of Childcare	California Department of Social Services	Child Care Slots / Child Care Stabilization Funds	Increases child care access by 206,500 slots in Alternative Payment, General Child Care, Migrant Child Care, bridge program for foster children, and prioritizes ongoing vouchers for essential workers currently receiving short-term child care. Potential increase in the standard reimbursement rate and regional market rate ceilings. Two one time stipends will be issued out to providers: the first will be \$600 per child using March 2021 enrollment and the second will be based on facility type and licensing capacity. Stipends are to be used to support with COVID-19 pandemic relief, and, in the case of decreased enrollment or closures, to support child care providers and state preschool programs in remaining open or reopening. Budget to also include a hold harmless clause for all State Programs. Federal allocation is \$24 billion.	TBD	\$ -	\$ -
EHSD	93.568	Administration for Children & Families-Office of Community Services	California Department of Community Services & Development	Low-Income Household Drinking Water and Wastewater Emergency Assistance Program (LIHWAP)	Created under the FY 2021 Omnibus to assist with payments for drinking water and wastewater expenses. Federal allocation is \$500 million.	\$ 1,989,789	\$ 1,989,789	\$ 1,387,535
EHSD	93.558	Administration for Children & Families-Office of Family Assistance	California Department of Social Services	Temporary Assistance for Needy Families (TANF) Pandemic Emergency Assistance Fund	Provides \$1 billion in short-term targeted aid (cash assistance or otherwise) to families in crisis. States will receive funds based on their population's share of children and portion of prior TANF expenditures dedicated to cash assistance.	\$ 3,721,600	\$ 3,721,600	\$ 3,721,600

PROGRAM INFORMATION						FINANCIAL INFORMATION		
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
EHSD	93.747	Health and Human Services - Administration for Community Living (ACL)	California Department of Social Services	Elder Abuse Prevention Interventions Program	Funds are available for county expenditure between August 1, 2021 and September 30, 2023. While maximum flexibility is afforded to the counties in determining how they will spend the funds, counties are advised to exercise judgement consistent with the Elder Justice Act Section 2042(b); Section 9301 of the ARPA of 2021; and guidance provided by the federal Administration for Community Living. Based on ACL No. 22-07, examples of how to spend the allocation noted in the Federal Register Notice include: <ul style="list-style-type: none"> <li>Establishing or enhancing the availability for elder shelters and other emergency, short-term housing and accompanying "wrap-around" services;</li> <li>Establishing, expanding, or enhancing state-wide and local-level elder justicenetworks;</li> <li>Working with tribal APS efforts;</li> <li>Improving or enhancing existing APS processes;</li> <li>Improving and supporting remote work;</li> <li>Improving data collection and reporting at the case worker, local, and state levels in a manner that is consistent with the National Adult Maltreatment Reporting System;</li> <li>Establishing new, or improving existing processes for responding to alleged scams and frauds;</li> <li>Community outreach;</li> <li>Providing goods and services to APS clients;</li> <li>Acquiring personal protection equipment and supplies;</li> <li>Paying for extended hours/over-time for staff, hiring temporary staff, and associated personnel costs;</li> <li>Training;</li> <li>Assisting APS clients to secure the least restrictive option for emergency or alternative housing, and with obtaining, providing, or coordinating with care transitions as appropriate.</li> </ul>	\$ 406,037	\$ 406,037	\$ -
HSD	93.224	Health Resources and Services Administration (HRSA), U.S. Department of Health and Human Services (HHS)	N/A	American Rescue Plan Act Funding for Health Centers	Appropriates funds to the Department of Health and Human Services (HHS) to be distributed to community health centers for: <ul style="list-style-type: none"> <li>Vaccine planning, preparation, distribution, and tracking</li> <li>COVID-19 testing, monitoring, and contract tracing, including mobile testing and vaccinations</li> <li>Health care workforce expansion</li> <li>Health care services and infrastructure modification</li> <li>Community outreach related to COVID-19</li> </ul>	\$ 3,355,250	\$ 3,040,659	\$ 3,040,659
HSD	93.958	Substance Abuse and Mental Health Services Administration (SAMHSA), U.S. Department of Health and Human Services (HHS)	CA Department of Health Care Services (DHCS)	Community Mental Health Services Block Grant (MHBG)	Appropriates funds to HHS for Substance Abuse and Mental Health Services Administration (SAMHSA) block grants to states for community mental health services. Period covered is September 1, 2021 through June 30, 2025.	\$ 2,597,143	\$ 214,690	\$ 585,777
HSD	93.959	Substance Abuse and Mental Health Services Administration (SAMHSA), U.S. Department of Health and Human Services (HHS)	CA Department of Health Care Services (DHCS)	Substance Abuse Prevention and Treatment Block Grant (SABG)	Appropriates funds to HHS for Substance Abuse and Mental Health Services Administration (SAMHSA) block grants to states for SUD programs. States will have some discretion in how funds are expended consistent with federal block grant requirements, and may choose to utilize some dollars consistent with existing block grant programs/services while allocating other dollars to new or one-time activities and priorities. All expenditures are subject to approval by SAMHSA.	\$ 2,508,139	\$ -	\$ 1,039,190
HSD	93.354	Centers for Disease Control and Prevention (CDC), U.S. Department of Health and Human Services (HHS)	CA Department of Public Health (CDPH)	Public Health Workforce	Appropriates funds to CDC to support 21st century outbreak response needs by: <ol style="list-style-type: none"> <li>Expanding and enhancing frontline public health staff</li> <li>Conducting DIS workforce training and skills building</li> <li>Building organizational capacity for outbreak response</li> <li>Evaluating and improving recruitment, training, and outbreak response efforts</li> </ol> <p>Funds will be made available during the two-year budget period and period of performance (July 1, 2021 to June 30, 2023).</p>	\$ 1,910,858	\$ 477,715	\$ 1,260,378

**AMERICAN RESCUE PLAN  
QUARTERLY REPORT**

**DEPARTMENT:** *Countywide*  
**REPORTING PERIOD:** *FY 2022/23 - Q4 (period ending June 30, 2023)*

**ATTACHMENT B**

PROGRAM INFORMATION						FINANCIAL INFORMATION		
CCC Department	CFDA	Federal Grantor Agency	State Passthrough Agency Name (if any)	Program Title	Program Description	Est. Federal Grant Allocation to County	Federal Grant Allocation Received	Federal Grant Allocation Expended
HSD	93.498	Health Resources and Services Administration (HRSA), U.S. Department of Health and Human Services (HHS)	N/A	Provider Relief Fund - American Rescue Plan (ARP) Rural Distribution	Appropriates funds to the Department of Health and Human Services (HHS) to be distributed to providers and suppliers who have served rural Medicaid, Children's Health Insurance Program (CHIP), and Medicare beneficiaries from January 1, 2019 through September 30, 2020. ARP Rural is intended to help address the disproportionate impact that COVID-19 has had on rural communities and rural health care providers.	\$ 133,362	\$ 133,362	\$ 133,362
DCD	14.239	U.S Department of Housing and Urban Development	N/A	HOME-ARP: HOME Investment Partnerships American Rescue Plan Program	Assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability. HOME-ARP funds can be used for four eligible activities: production or preservation of affordable housing; tenant-based rental assistance; supportive services, homeless prevention services, and housing counseling; purchase and development of non-congregate shelter.	\$ 12,090,215	\$ 12,090,215	\$ 11,656
						<b>\$ 343,947,035</b>	<b>\$ 329,710,346</b>	<b>\$ 260,963,004</b>
						as %	95.9%	75.9%



AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Fiscal Recovery Funds	State & Local Fiscal Recovery Funds	\$130.2B	Contra Costa will receive \$224M
Fiscal Recovery Funds		\$2B	This only applies if a jurisdiction gets Payment in Lieu of taxes (PILT): Provides an additional \$1.5 billion, split evenly over FY 2022 and 2023, for eligible revenue share counties (i.e., public land counties)
Assistance to Individuals and Families	Supplemental Nutrition Assistance Program (SNAP) Administration	\$1.1B	Pass through from the state for local SNAP administration and supplemental costs of running the program
Assistance to Individuals and Families	SNAP 15% Benefit Extension	\$3.5B	Extends the benefit increase through 9/30/2021
Assistance to Individuals and Families	Women, Infant, Child (WIC) Program	\$0.9B	Emergency funds which will enhance benefits for four months plus \$390 million of which will support outreach innovation and program modernization funding.
Assistance to Individuals and Families	Pandemic Electronic Benefits Transfer (EBT)	\$5.6B	Provides +15% monthly SNAP benefits to low-income children (including under 6 years old) who have lost access to free/reduced price meals at school or child care due to the pandemic; May not apply in CA
Assistance to Individuals and Families	Commodity Supplemental Food Program	\$37M	Funds supplementing low-income, 60+ individuals with healthy food commodities
Assistance to Individuals and Families	Family Violence Prevention and Services	\$0.5B	Formula grants may be available to counties for Domestic Violence hotlines and survivor support programs
Assistance to Individuals and Families	Community-based Child Abuse Prevention	\$0.3B	Through 9/30/2023; Going to state lead entities but may be available to counties through competitive sub-awards
Assistance to Individuals and Families	Pandemic Emergency Assistance	\$1.0B	Targeted cash assistance supplement
Assistance to Individuals and Families	Older Americans Act (OAA) Programs	\$1.4B	Additional funds for nutrition, community support and ombudsperson services provided directly to local Area Agencies on Aging (Triple A)

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Assistance to Individuals and Families	Elder Justice Act Programs	\$276M	Funding through Federal FY 2022 to prevent elder fraud and abuse
Assistance to Individuals and Families	Early Childhood Home Visiting	\$150M	States receive these funds and may subaward to county entities providing services
Assistance to Individuals and Families	Family Planning	\$50M	Federal grant program providing low-income and adolescent patients with essential family planning and preventative health services. County health departments are eligible applicants of these grants.
Assistance to Individuals and Families	Tenant-Based Rental Assistance	\$5B	Provides housing choice vouchers, with funds available through September 30, 2030.
Assistance to Individuals and Families	Homelessness Assistance	\$5B	Provides rental assistance, provides supportive services and development of affordable housing through acquisition or creation of non-congregate shelter units. Funding will be allocated using the HOME Investment Partnerships Program.
Assistance to Individuals and Families	Emergency Rental Assistance	\$21.6B	Provides an additional round of funding for the Emergency Rental Assistance Program. Funding is distributed to counties with 200,000 residents or more, to help keep residents stably housed during the COVID-19 pandemic.
Education and Childcare	Child Care and Development Block Grants (CCDBG)	\$15B	Administered by state in CA, but may be available as a subaward to counties
Education and Childcare	Child Care Entitlements to States	\$633M	Permanent increase in funding to states and State match waiver through end of FFY 2022. These changes should make more money available to counties
Education and Childcare	Low Income Household Drinking Water and Wastewater Assistance Program (LIHWAP)	\$4.5B	County administered program has a flexible structure and can support household heating and cooling expenses, weatherization assistance, crisis assistance, and services such as counseling.
Education and Childcare	Low Income Home Energy Assistance Program (LIHEAP)	\$0.5B	Federal government is directing states to model LIHWAP after LIHEAP, it is possible that county governments functioning as a local LIHEAP agency will be responsible for administering this new program as well and may receive funds.
Education and Childcare	Head Start	\$1.0B	Emergency funding to be distributed across existing Head Start agencies according to their share of total enrolled children.
Health	Certified Community Behavioral Health Clinic Expansion Grant Program	\$420M	Grants aimed to increase access to, and improve the quality of community mental and substance use disorder treatment through the expansion of CCBHCs

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Health	Youth Suicide Prevention Programs	\$20M	Counties that are public organizations designated by a state to develop or direct the youth suicide early intervention and prevention strategy are eligible to receive funds.
Health	Community Mental Health Services Block Grant	\$1.5B	Counties may use block grant dollars to provide a range of services for adults and children with serious mental illnesses.
Health	Substance Abuse Prevention and Treatment Block Grant	\$1.5B	Funding for county behavioral health authorities to serve vulnerable, low-income populations, such as those with HIV/AIDS, pregnant and parenting women, youth and others by ensuring access to substance abuse services.
Health	Community-based Funding for Local Substance Use Disorder Services	\$30M	Provides grants to local governments for community-based overdose prevention programs, syringe services programs and other harm reduction services in light of increased pandemic related drug-misuse
Health	Community-based Funding for Local Behavioral Health Needs	\$50M	Provides grants to local governments to address increased community behavioral health needs worsened by the COVID-19 pandemic.
Health	Project Aware	\$30M	Provides grants, contracts and cooperative agreements to entities to advance wellness and resiliency in education.
Health	Community Health Centers	\$7.6B	Provides grants to Federally Qualified Health Centers (FQHCs) to respond to the COVID-19 pandemic
Health	Public Health Workforce	\$7.66B	Provides funding to establish, expand and sustain a public health workforce including grants to local public health departments
Health	National Health Services Corps	\$800M	Provides funding for the scholarship as well as federal and state loan repayment programs for the healthcare workforce
Health	Nurse Corp	\$200M	Provides funding for the federal loan repayment programs for nurses
Health	Mental and Behavioral Health Professionals Training	\$80M	Provides funding for grants or contracts to local governments and other entities, to run training programs in strategies for reducing and addressing suicide, burnout, mental health conditions and substance use disorders among health care professionals.
Health	Grants for Health Care Providers to Promote Mental and Behavioral Health	\$80M	Provides funding to award grants or contracts to entities providing health care, including federal qualified health centers, to establish or expand programs to promote mental health among their providers and others
Health	Pediatric Mental Health Care Access	\$40M	Provides funding to award grants to counties to promote behavioral health integration in pediatric primary care through the development and support pediatric mental health care telehealth access programs
Health	Grants for Testing	\$47.8B	Provides funding for COVID-19 testing, contact tracing and mitigation activities. Note that this funding will be distributed to local jurisdictions through existing cooperative agreements

AMERICAN RESCUE PLAN - FUNDING SUMMARY			ATTACHMENT A
Program Area	Program Title	Federal Budget Augmentation	Summary Description
Health	Grants for Vaccines	\$7.5B	Provides funding for COVID-19 vaccine activities. Note that this funding will be distributed to local jurisdictions through existing cooperative agreements
Other	FEMA Disaster Relief Funds	\$50B	Provides additional funds to meet the immediate needs of local governments
Other	Emergency Food and Shelter Program	\$400M	Local governmental entities that provided food, shelter and supportive services to people with economic emergencies services in their communities are eligible to apply for this supplemental funding
Other	Emergency Food and Shelter Program - Humanitarian Relief	\$110M	Local governmental entities that provided food, shelter and supportive services to people with economic emergencies services in their communities are eligible to apply for this supplemental funding through the National Board for the Emergency Food and Shelter Program
Other	Assistance to Firefighter Grants (AFG)	\$100M	Fire agencies can apply for supplemental funds to purchase PPE for first responders
Other	Staffing for Adequate Fire and Emergency Response (SAFER) Grants	\$200M	Funding for local fire and emergency response teams to help them increase or maintain the number of trained, "front line" firefighters available in their communities
Other	Emergency Management Performance Grants	\$100M	Grant funding for local emergency management agencies for implementation of the National Preparedness System and works toward the National Preparedness Goal of a secure and resilient nation.
Other	Economic Development Assistance (EDA) Programs	\$3.0B	Local government is eligible to apply for the EDA program and can use the funding for economic recovery projects. 25% of the funds are reserved for communities that have suffered economic injury due to job losses in the travel, tourism or outdoor recreation sectors.
Other	Categorical Grants - Air Pollution	\$50M	Local government can apply for grants and activities related to air quality monitoring and the prevention and control of air pollution
Other	Emergency Connectivity Fund for Libraries (and schools)	\$7.2B	This competitive grant funding provides a 100% reimbursement to schools and libraries for internet access and connected devices for students and teachers for remote learning and library services.



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

**Subject:** FY 2022/23 4TH QUARTER UPDATE - AMERICAN RESCUE PLAN ACT (ARPA) & INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA)

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**RECOMMENDATION(S):**

1. ACCEPT the fiscal year 2022/23 4th Quarter report on American Rescue Plan Act (ARPA) and Infrastructure, Investment and Jobs Act (IIJA) funding to Contra Costa County;
2. ACKNOWLEDGE that \$37,544,395 of ARPA Coronavirus State and Local Recovery Funds (CSLFRF) remains unallocated as of June 30, 2023; and
3. DIRECT the County Administrator to return to the Board of Supervisors with an update on the status of FEMA Public Assistance claims related to COVID-19 disaster recovery efforts at the 2024 Board of Supervisors' Annual Retreat, or prior if FEMA issues new policy guidance applicable to COVID-19 claims, including proposed options for allocation of remaining ARPA CSLFRF funds.

**FISCAL IMPACT:**

No fiscal impact, this item is informational only.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Timothy Ewell, (925) 655-2043

cc:

## FISCAL IMPACT: (CONT'D)

**American Rescue Plan Act:** As of June 30, 2023, the County has identified \$343.9 million of known ARPA revenue allocations across 22 unique grant programs. Of that amount, the County has received \$329.7 million or 95.9%, and has spent \$261 million, or 75.9%. A full accounting of the above figures, by unique grant program, is included in the "American Rescue Plan - Quarterly Report Worksheet," included as Attachment B to this staff report.

**Infrastructure Investment and Jobs Act:** As of June 30, 2023, the County has applied for \$173.8 million in federal IJA funded grants with a required County match of \$17.6 million across 29 unique grant programs. Of that amount, the County has been awarded \$62.8 million of federally funded grants requiring an additional County match of \$11 million among 13 unique grant programs. A full accounting of the above figures, by unique grant program, is included in the "Infrastructure Investment and Jobs Act - Quarterly Report Worksheet," included as Attachment C to this staff report.

## BACKGROUND:

### **American Rescue Plan Act (ARPA)**

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021 by President Biden. The ARPA is a broad and far-reaching funding package totaling \$1.9 trillion, which provided direct stimulus to taxpayers, advances on child tax credit payments, direct allocations to State and Local governments as well as a myriad of competitive grant programs administered by federal agencies. A summary of the ARPA, including national funding figures, is included as Attachment A for reference.

### **County History of American Rescue Plan Act Actions**

During the fiscal year 2021/22 budget development process, the County Administrator's Office requested information from departments about known impacts from the ARPA for context in assembling the fiscal year 2021/22 Recommended Budget. Because the passage of the ARPA occurred late in the County's budget process, there was very little information to share in subsequent budget presentations, with the exception of the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF), which was widely being tracked throughout the legislative process by state and local government professional organizations such as the National Association of Counties (NACo). At that time, the County was estimated to receive slightly more than \$220 million over a two-year period.

On June 28, 2021, the County Administrator sent correspondence to department heads establishing guidance for reporting impacts of the ARPA on their respective departments. This included an initial assessment of ARPA impacts by program area, a request for information about unreimbursed COVID-19 costs incurred, a survey of one-time needs and templates of required quarterly reporting documents. The results were reported on during a public ARPA workshop hosted by the Board of Supervisors on August 3, 2021 [\(D.4\)](#). In summary, departments reported the following information at that time:

- **Known ARPA Revenue:** \$317,327,304, of which \$127,606,232 has been received by the County
- **Unreimbursed COVID-19 Costs:** \$16,882,139, including \$7,368,000 of unrealized gas tax revenue due to Shelter in Place orders
- **One-Time Needs:** \$71,655,531, including \$4,120,000 that could be leveraged from non-ARPA funding sources

It is important to note that the One-Time Needs figure above reflected projects that could be obligated prior to December 21, 2024, consistent with CSLFRF guidelines discussed further below.

At the conclusion of the August 2021 public workshop, the Board directed the full \$112 million allocation of Year 1 CSLFRF funding to the Health Services Department to defray the cost impacts of COVID-19 response activities. Subsequently, on January 25, 2022, the Board acknowledged that the fiscal year 2022/23 Recommended Budget would include \$53 million of Year 2 CSLFRF funding in the Health Services Department budget. On April 12, 2022, the Board approved the fiscal year 2022/23 Recommended Budget as presented, including the additional \$53 million of Year 2 CSLFRF funding. At the conclusion of fiscal year 2021/22, the Health Services Department had not spent the entire \$112 million allocation. \$30 million of that amount was re-budgeted in fiscal year 2022/23, making the total amount budgeted \$83 million (\$53 million of Year 2 funds + \$30 million of unspent Year 1 funds).

### **Review of Primary ARPA Revenue Drivers**

There are two ARPA grant programs that provide the majority of funding to the County; specifically, the CSLFRF and a second allocation of Emergency Rental Assistance Program (ERAP) funds. Below are additional details about both revenue streams.

#### ***Coronavirus State and Local Fiscal Recovery Fund - \$224,058,903***

Contra Costa County was allocated \$224,058,903 of CSLFRF funds directly from the U.S. Treasury. The funding was allocated in two 50% tranches, the first of which was received by the County on May 18, 2021 in the amount of \$112,029,451. The second tranche was distributed to the County in an equal amount on June 8, 2022. The ARPA outlines four specific eligible uses for CSLFRF funding:

- COVID-19 response activities or its negative economic impacts;
- Premium pay to eligible workers performing essential work during COVID-19;
- Government services to the extent of the reduction in revenue due to COVID-19; and
- Infrastructure investments specifically for water, sewer and broadband.

Each category above has several nuances associated with it, which staff has presented on several occasions beginning in August 2021 and at subsequent Board meetings. The ARPA requires CSLFRF recipients with populations of over 250,000 residents to submit an annual Recovery Plan Performance Report, including descriptions of projects and information on performance indicators and objectives of each award. CSLFRF expenditures must be incurred by December 31, 2024 and ultimately spent by December 31, 2026.

***Emergency Rental Assistance Program 2 - \$71,605,012 (\$38,941,950 Federal + \$32,663,062 State)***

Contra Costa County was allocated an additional \$71,605,012 in ERAP 2 funds directly from the U.S. Treasury and via the State of California through the State’s ARPA funding allocation. This funding complements ERAP 1 funding previously received both from the U.S. Treasury and from the State in the amount of \$75,822,311, making a total of \$147,427,324 rental and utility assistance funding available to Contra Costa residents, landlords and utility providers. The State of California requested letters of intent from counties and cities slated to receive State allocations of ERAP 2 funds, subject to final approval by governing boards, to secure funding allocations. The County Administrator's Office filed the letter of intent with the State on July 27, 2021 and subsequently received Board approval to continue participating in the State’s Housing is Key program, providing coordinated rental and utility assistance throughout the state, including to Contra Costans.

ERAP 2 funds were to be used largely in a similar fashion to ERAP 1, but also allowed for relocation cost and security deposit assistance to eligible residents. ERAP 1 funds were to be expended by September 30, 2022 and ERAP 2 funds must be expended by September 30, 2025. The State program has concluded and all funds were distributed prior to the deadlines outlined above. For reference, as of August 1, 2023, the total amount of ERAP assistance provided in Contra Costa County, among all funding programs, was \$229.4 million, serving 16,996 households - \$82 million above the County's initial allocation amounts, which was funded by State General Fund.

**Fiscal Year 2022/23 4th Quarter (April-June 2023) ARPA Status Report**

As of June 30, 2023, the County has identified \$343.9 million of known ARPA revenue allocations across 22 unique grant programs. Of that amount, the County has received \$329.7 million, or 95.9%, and has spent \$261.0 million, or 75.9%. A full accounting of the above figures, by unique grant program, is included in the "American Rescue Plan - Quarterly Report Worksheet," included as Attachment B to this staff report. Specific reporting on the CSLFRF program is presented below:

***Status of ARPA CSLFRF Funding***

As of June 30, 2023, the County had received the entire CSLFRF allocation of \$224.1 million and expended \$170.7 million. As previously mentioned, the Board of Supervisors has taken action to allocate \$83 million to the Health Services Department in fiscal year 2022/23. The County Administrator's Office worked with the Health Services Department during the fiscal year 2023/24 budget development process to determine how much of the \$83 million allocation was projected to be spent in fiscal year 2022/23 and how much would likely be reallocated to fiscal year 2023/24. Those estimates assumed \$68 million would be spent in fiscal year 2022/23, resulting in \$15 million being budgeted for use in fiscal year 2023/24. In late July 2023, the Health Services Department provided a final, quarterly drawdown request for fiscal year 2022/2023, which resulted in a total annual drawdown of \$67.2 million, resulting in \$15.8 million being available for use in fiscal year 2023/24. Based on actual expenditures in fiscal years 2021/22 and 2022/23 and the anticipated re-budget of unused funds in fiscal year 2023/24, the current amount of CSLFRF funds remaining unallocated is approximately \$37.5 million as illustrated below.

ARPA - CSLFRF Allocation				
Projected Expenditures, thru 6/30/24	FY 2021/22 Actuals	FY 2022/23 Actuals	FY 2023/24 Projected	Total
<b>Funding Sources:</b>	<b>\$ 112,029,452</b>	<b>\$ 112,029,452</b>	<b>\$0</b>	<b>\$224,058,903</b>
Funding Uses:				
Health Services (COVID-19)	79,214,397	67,204,394	15,795,606	162,214,397
Pandemic Service Relief Payment	0	24,300,111	0	24,300,111
<b>Total Claimed</b>	<b>\$ 79,214,397</b>	<b>\$ 91,504,505</b>	<b>\$ 15,795,606</b>	<b>\$186,514,508</b>
<b>Fund Balance</b>				<b><u>\$ 37,544,395</u></b>

**Infrastructure Investment and Jobs Act (IIJA)**

According to the Government Finance Officer's Association (GFOA), the Infrastructure Investment and Jobs Act (IIJA), also referred to as the Bipartisan Infrastructure Law (BIL), was signed into law by President Biden on November 15, 2021. The law authorizes \$1.2 trillion for transportation and infrastructure spending with \$550 billion of that figure going toward “new” investments and programs. Funding from the IIJA is expansive in its reach, addressing energy and power infrastructure, access to broadband internet, water infrastructure, and more. Some of the new programs funded by the bill could provide the resources needed to address a variety of infrastructure needs at the local level. Specific highlights of the IIJA funding program include:

**Public Transportation:** The IIJA invests \$91.2 billion to repair and modernize transit. The legislation supports expanded public transportation choices nationwide, replacing thousands of deficient transit vehicles, including buses, with clean, zero emission vehicles, and improving accessibility for the elderly and people with disabilities.

*Airports and Federal Aviation Administration Facilities:* The IJJA invests \$25 billion to address repair and maintenance needs, reduce congestion and emissions, and modernize our National Aerospace System.

*Ports and Waterways:* The IJJA invests over \$16.7 billion to improve infrastructure at coastal ports, inland ports and waterways, and land ports of entry along our border.

*Electric Vehicles, Buses, and Ferries:* The IJJA includes a \$7.5 billion investment in electric vehicle charging to help build out a national network of 500,000 electric vehicle chargers. In addition, there are investments from the IJJA for specific vehicles to transition to electric school buses, transit buses, and even passenger ferries to reduce emissions for their riders, including children and low-income families that bear the greatest burdens of pollution while trying to meet their mobility needs.

*Broadband Deployment and Access:* The IJJA included a \$65 billion investment to help close the digital divide and ensure access for all Americans to reliable, high speed, and affordable broadband. The additional funding builds off of investments in previous laws, including the American Rescue Plan (ARPA) and the Consolidated Appropriations Act of 2021. As a result of the additional funding, the National Telecommunications and Information Administration (NTIA) plans to implement several new programs with these aggregate investments.

*Water Infrastructure:* The IJJA invests more than \$50 billion through the Environmental Protection Agency's (EPA) drinking water, wastewater, and storm water infrastructure programs.

*Resiliency:* The IJJA makes our communities safer and our infrastructure more resilient to the impacts of climate change and cyber-attacks, with an investment of more than \$50 billion to protect against draughts, heat, floods and wildfires, in addition to major investments in weatherization. The legislation is the largest investment in the resilience of physical and natural systems in American history.

### **Fiscal Year 2022/23 4th Quarter (April-June 2023) IJJA Status Report**

Contra Costa County has been aggressively pursuing IJJA dollars for local infrastructure projects. As of June 30, 2023, the County has applied for \$191.5 million in IJJA related grants, including \$173.8 million in federal funding (administered by the State in most cases) and \$17.6 million in required County match across 29 unique grant programs. Of that amount, the County has been awarded \$73.8 million, including \$62.8 million in federal funding and \$11 million in required County match across 14 unique grant programs. Of those 14 grant awards, the County has expended \$4.2 million, including \$3.7 million in federal funds and \$483,132 in required County match across two (2) unique grant programs. A full accounting of the above figures, by unique grant program, is included in the "Infrastructure Investment and Jobs Act - Quarterly Report Worksheet," included as Attachment C to this staff report.

The vast majority of IJJA funds flow from the federal government to the states for allocation. In Contra Costa, the 29 unique grant applications referenced above are centered among four Granting Agencies; three (3) state and one (1) federal. Below is a summary table illustrating the breakdown of total grant dollars (federal + County share) applied for, awarded and expended by each of the four (4) Granting Agencies:

<b>Granting Agency</b>	<b>Application</b>	<b>Grant Award</b>	<b>Expended</b>
<i>No. of Applications</i>	<i>29</i>	<i>14</i>	<i>2</i>
CA Dept of Transportation	\$ 140,206,517	\$ 72,800,297	\$ 4,212,140
US Army Corps of Engineers	47,402,000	-	-
CalOES	2,870,909	-	-
CA State Water Board	1,000,000	1,000,000	-
<b>Total</b>	<b>\$ 191,479,426</b>	<b>\$ 73,800,297</b>	<b>\$ 4,212,140</b>

CONSEQUENCE OF NEGATIVE ACTION:

The fiscal year 2022/23 4th Quarter report on the American Rescue Plan Act (ARPA) and the Infrastructure Investment and Jobs Act (IJJA) will not be formally accepted by the Board of Supervisors.

ATTACHMENTS

Attachment A - American Rescue Plan Act Summary

Attachment B - American Rescue Plan Act, FY 2022/23 4th Quarter Report (April-June 2023)

Attachment C - Infrastructure Investment and Jobs Act, FY 2022/23 4th Quarter Report (April-June 2023)





Legend

- City Limits
- Streets
- Building Outlines
- Assessment Parcels
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations

1: 564



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WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

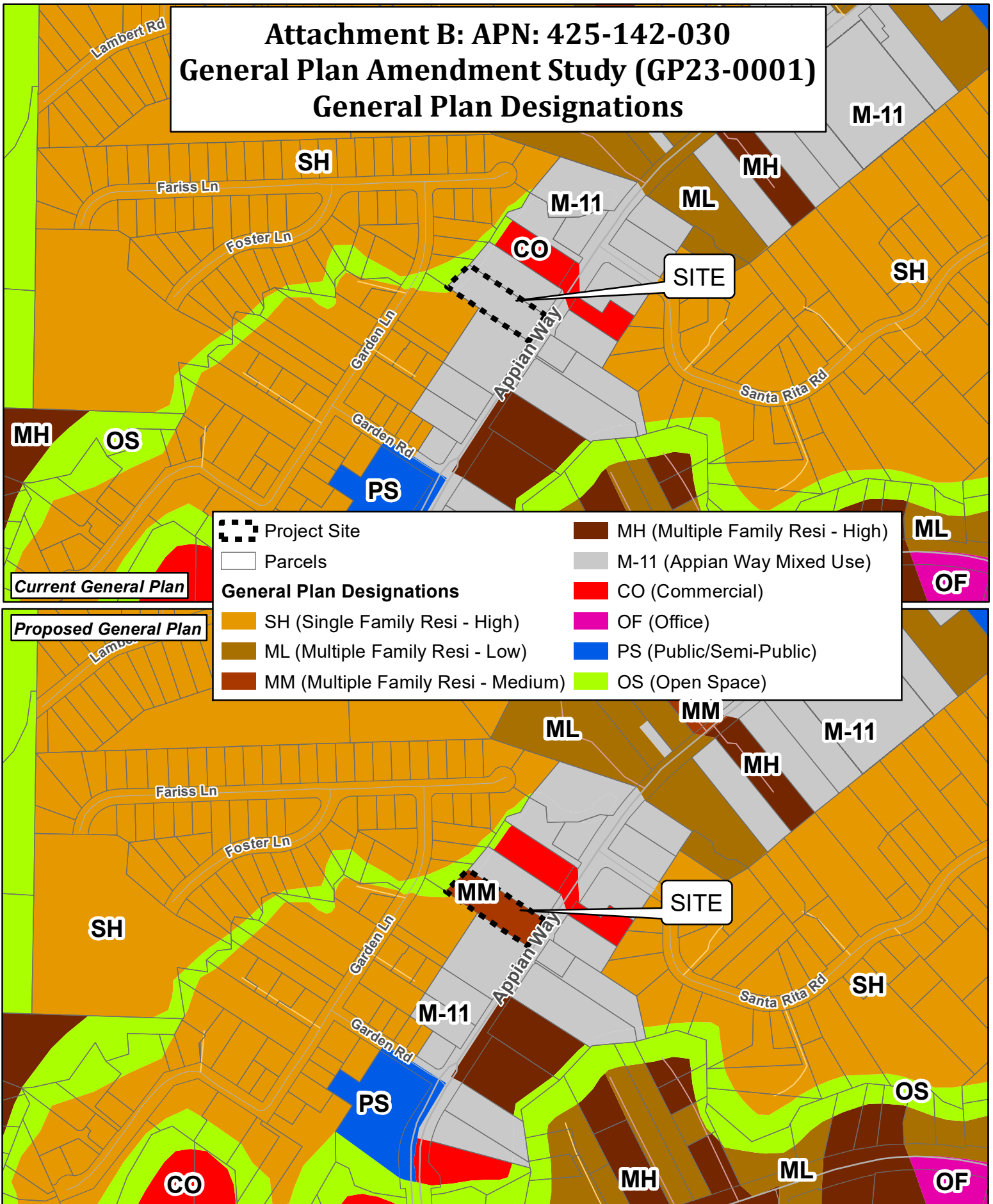
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Notes

CDDP22-03021



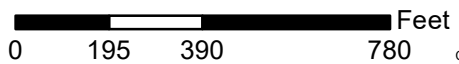
# Attachment B: APN: 425-142-030 General Plan Amendment Study (GP23-0001) General Plan Designations



Project Site	MH (Multiple Family Resi - High)
Parcels	M-11 (Appian Way Mixed Use)
<b>General Plan Designations</b>	
SH (Single Family Resi - High)	OF (Office)
ML (Multiple Family Resi - Low)	PS (Public/Semi-Public)
MM (Multiple Family Resi - Medium)	OS (Open Space)

**Current General Plan**

**Proposed General Plan**



Map Created 6/1/2023  
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.









**GENERAL NOTES**

THE BOUNDARY AND TOPOGRAPHY SHOWN IS BASED UPON A BOUNDARY AND TOPOGRAPHIC SURVEY PREPARED BY DEBOLT CIVIL ENGINEERING, DATED 11/08/2017, JOB NO. 17277. PROVIDED BY ARCHITECT, GARY WHEELER. ELEVATIONS HAVE BEEN ADJUSTED TO COUNTY DATUM USING BENCHMARK NO. 3197, BRASS TAG IN HEADWALL OF CONCREET BOX CULVERT ON APPIAN WAY APPROX. 200' NE OF SANTA RITA ROAD. BM ELEVATION = 110.498'. USE OF THIS SURVEY IS LIMITED TO THE PROPERTY OWNER AS REFERENCED IN THE TITLE BLOCK AND CONSULTANTS FOR THE SPECIFIC PROJECT. OTHERS MAY NOT USE THIS MAP WITHOUT THE PERMISSION OF THE CLIENT AND HUMANN COMPANY. BOUNDARY AND BASIS OF BEARINGS ARE PER THE UNDERLYING RECORD MAP AS REFERENCED IN THE TITLE BLOCK HEREON.

PRELIMINARY TITLE REPORT FOR THIS SURVEY WAS PREPARED BY OLD REPUBLIC TITLE CO., DATED 09/13/2010, ORDER NO. 0190009220-BM.

THE ELECTRONIC FILE IF SUPPLIED, IS BEING DONE SO AS A COURTESY AND CONVENIENCE, AND IS SUBORDINATE TO THE PROVIDED SIGNED HARD COPY MAP WITH RESPECT TO CONTENT, ACCURACY AND QUALITY. HUMANN COMPANY MAKES NO WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED FOR ANY COPIES OF THE DRAWINGS OR WORK ASSOCIATED WITH THE ELECTRONIC FILE BY OTHERS.

BUILDING(S) SHOWN HEREON CONTAINS DECORATIVE ARCHITECTURAL ELEMENTS ALONG ITS WALLS AND CORNERS WHICH ARE NOT NECESSARILY ACCOUNTED FOR IN THE BUILDING FOOTPRINT AS SURVEYED AND MAPPED. PRIOR TO THE PREPARATION OF WORKING DRAWINGS, THE ARCHITECT/DESIGNER SHOULD FIELD INSPECT ANY AREAS ON THE BUILDING WHERE AN ADDITION OR OTHER IMPROVEMENT IS EXPECTED TO OCCUR (IF SETBACKS OR OTHER CONSTRAINTS ARE AN ISSUE), AND CONSULT WITH THE SURVEYOR OR ENGINEER AS NEEDED.

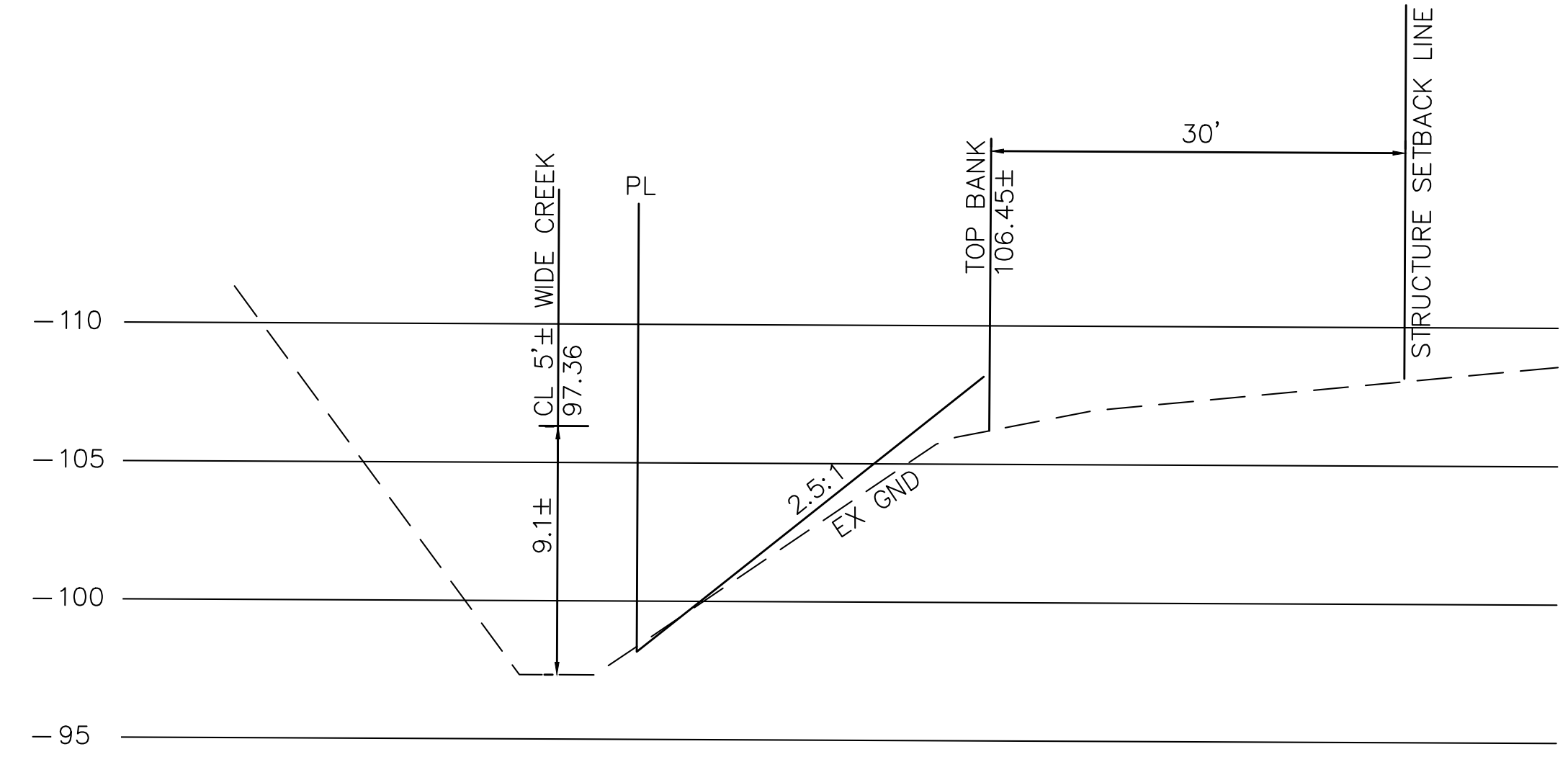
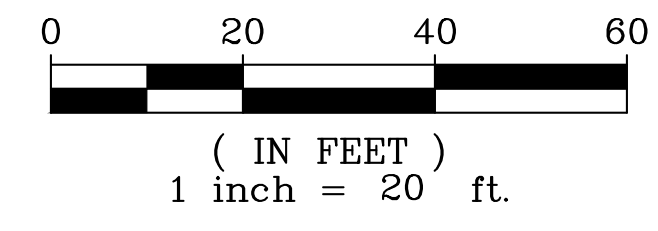
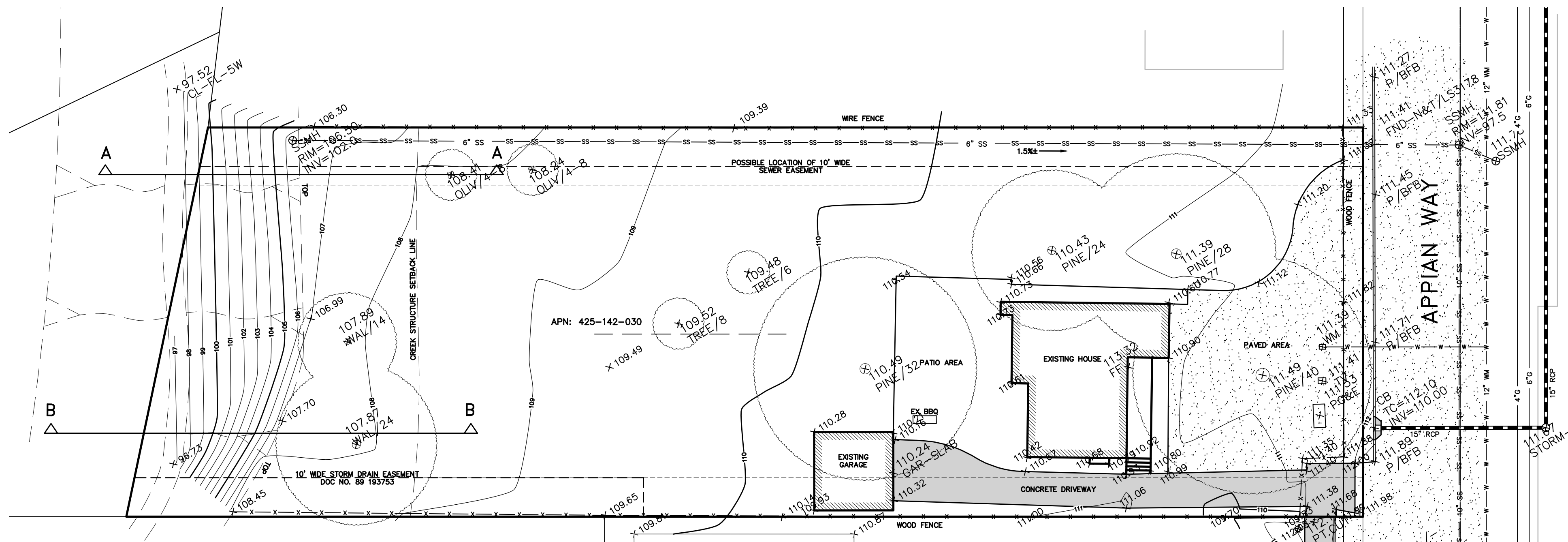
TREES AND DRIP LINES AS SHOWN ARE LOCATED SUFFICIENTLY FOR GENERAL ARCHITECTURAL SITE PLANNING. ANY CONSTRUCTION ACTIVITY PLANNED IMMEDIATELY ADJACENT TO THE TREES OR DRIP LINES SHOULD BE REVIEWED WITH THE APPROPRIATE CONSULTANT. IF IT IS DETERMINED THAT DETAILED TREE AND/OR BRANCH MEASUREMENTS ARE NEEDED, FURTHER SURVEYING MAY BE NECESSARY AND SHOULD BE ARRANGED BY THE OWNER AND/OR CONSULTANT. SPECIES AS REFERENCED ON THE SURVEY SHOULD BE CONFIRMED BY A LICENSED ARBORIST OR LANDSCAPE ARCHITECT IF THE SPECIFIC TREE(S) IS SUSPECTED OF BEING A PROTECTED OR CRITICAL ONE(S).

THIS PROPERTY IS IN THE VICINITY OF A CREEK, SWALE, OR DRAINAGE COURSE AND THE SURVEY MAY OR MAY NOT SHOW OR DEFINE THIS FEATURE AND IT'S ASSOCIATED SETBACKS OR RESTRICTIONS AS MANDATED BY LOCAL ORDINANCE. IF SITE IMPROVEMENTS ARE PLANNED, THE OWNER OR ARCHITECT SHOULD CONTACT THE APPLICABLE JURISDICTION, LOCAL OR OTHERWISE TO CONFIRM AND DETERMINE WHAT, IF ANY, REQUIREMENTS AND RESTRICTIONS APPLY WITH RESPECT TO THE CREEK FEATURE AND THE POTENTIAL IMPACT DEVELOPMENT MAY HAVE ON IT.

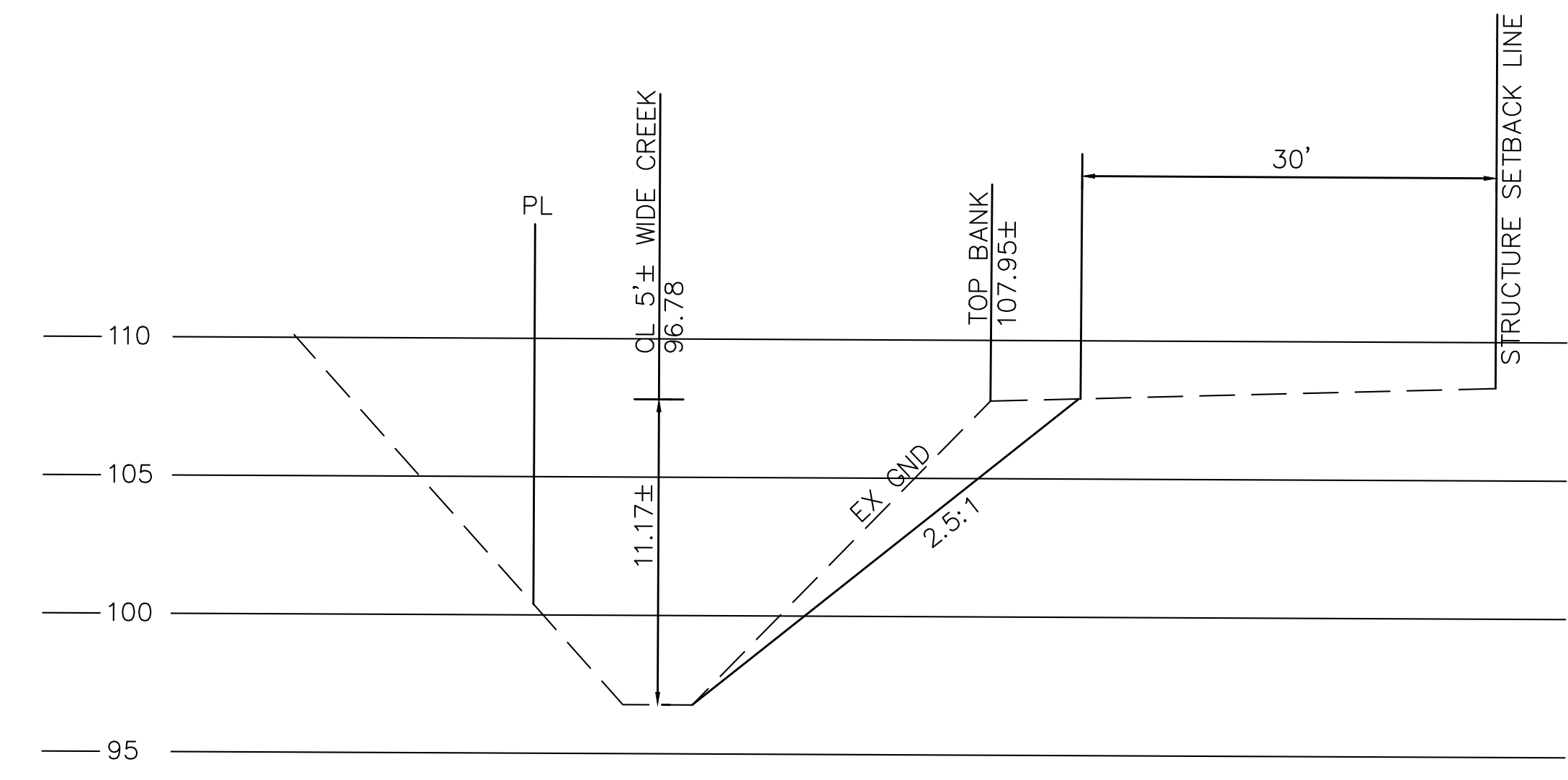
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CONTOUR INTERVAL: 1 FEET

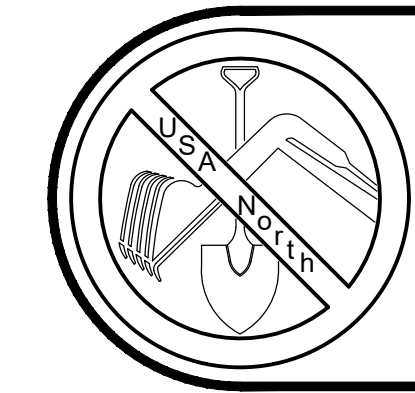
- LEGEND**
- WM WATER METER
  - PG&E PG&E UTILITY BOX
  - SS— STORM DRAIN LINE
  - W— WATER LINE
  - G— GAS LINE
  - X— FENCE
  - +742.6 EXISTING GRADE
  - A— AREA DRAIN
  - D— DRAIN INLET
  - ★ LIGHT
  - RIP-RAP



**SECTION A-A**  
1":5'V 1":10'H



**SECTION B-B**  
1":5'V 1":10'H



**BEFORE EXCAVATING CALL U.S.A.**

OWNER AND/OR CONTRACTOR ARE RESPONSIBLE FOR LOCATION AND VERIFICATION OF ALL EXISTING UNDERGROUND UTILITIES. UNDERGROUND SERVICE ALERT (USA) SHOULD BE NOTIFIED FOR ASSISTANCE IN THIS MATTER AT (800) 227-2600, 48 HOURS PRIOR TO ANY CONSTRUCTION.

THE (USA) AUTHORIZATION NUMBER SHALL BE KEPT AT THE JOB SITE.

LOCATION AND CHARACTER OF ANY UTILITIES IF SHOWN HEREON ARE APPROXIMATE, AND TAKEN FROM A COMBINATION OF SURFACE STRUCTURE OBSERVATION AND/OR THE RECORDS OF THE CONTROLLING AGENCY. HUMANN COMPANY DOES NOT ASSUME RESPONSIBILITY FOR THE LOCATION OF ANY EXISTING UTILITIES OR OTHER UNDERGROUND FEATURES SUCH AS VAULTS, TANKS, BASEMENTS, BURIED OBJECTS, ...ETC.

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NO.	DATE	BY	REVISIONS

SCALE	1" = 20'
DATE	04/11/2022
DRAWN	KM
CHECKED	IN
JOB NO.	22026

*Izzat S. Nashashibi*  
 IZZAT S. NASHASHIBI R.C.E. 29528

**TOPO AND CREEK SETBACK EXHIBIT**  
 LOT 54, "SANTA RITA ACRES, UNIT NO. 1" (22M645)  
 4301 APPIAN WAY -- APN:425-142-030  
**EL SOBRANTE CALIFORNIA**

**HUMANN COMPANY INC.**  
 ENGINEERING - SURVEYING  
 1021 BROWN AVE. LAFAYETTE, CA 94549  
 PH (925)283-5000 FAX (925)283-3578

SHEET 1  
 OF 2 SHEET  
 JOB NO. 22026

**GENERAL NOTES**

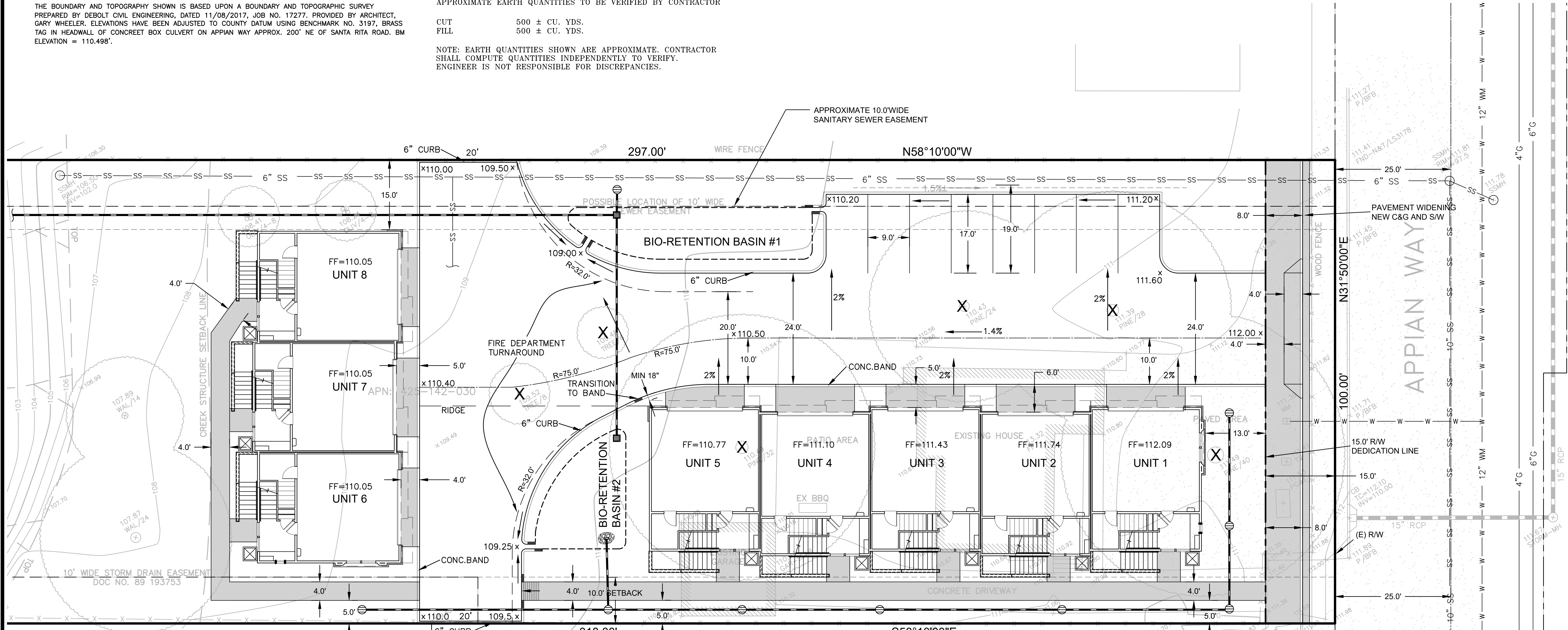
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**EARTH QUANTITIES**

APPROXIMATE EARTH QUANTITIES TO BE VERIFIED BY CONTRACTOR

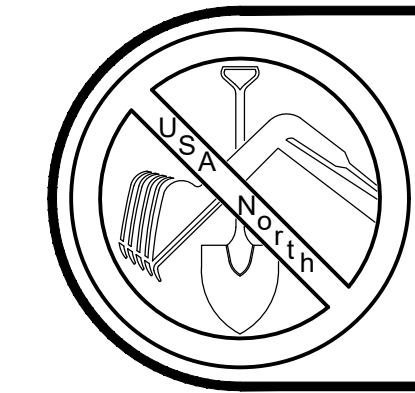
CUT 500 ± CU. YDS.  
FILL 500 ± CU. YDS.

NOTE: EARTH QUANTITIES SHOWN ARE APPROXIMATE. CONTRACTOR SHALL COMPUTE QUANTITIES INDEPENDENTLY TO VERIFY. ENGINEER IS NOT RESPONSIBLE FOR DISCREPANCIES.



**LEGEND**

- WM WATER METER
- PG&E PG&E UTILITY BOX
- STORM DRAIN LINE
- SS SANITARY SEWER LINE
- W WATER LINE
- G GAS LINE
- X FENCE
- +742.6 EXISTING GRADE
- ⊙ AREA DRAIN
- DRAIN INLET
- ☆ LIGHT
- ⊖ RIP-RAP



**BEFORE EXCAVATING CALL U.S.A.**

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NO.	DATE	BY	REVISIONS

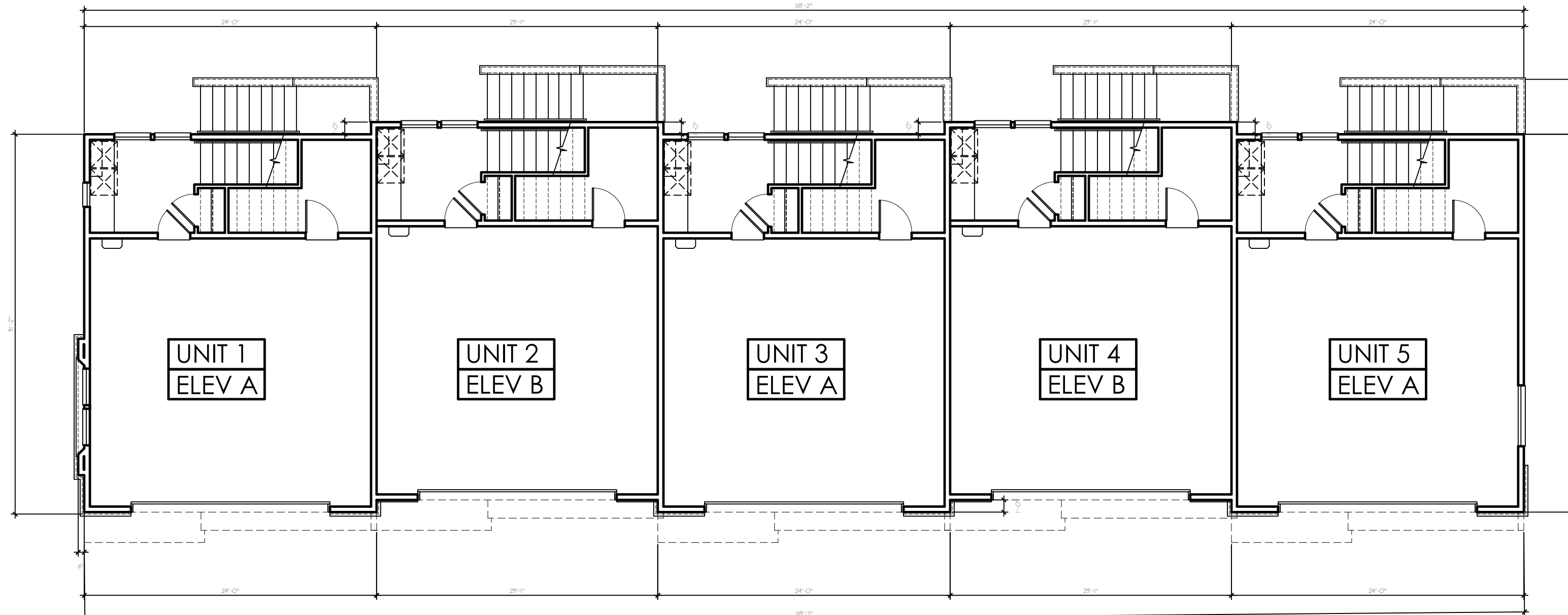
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DATE	04/11/2022
DRAWN	KM
CHECKED	IN
JOB NO.	22026

REGISTERED PROFESSIONAL ENGINEER  
STATE OF CALIFORNIA  
No. 29528  
*Izzat S. Nashashibi*  
IZZAT S. NASHASHIBI R.C.E. 29528

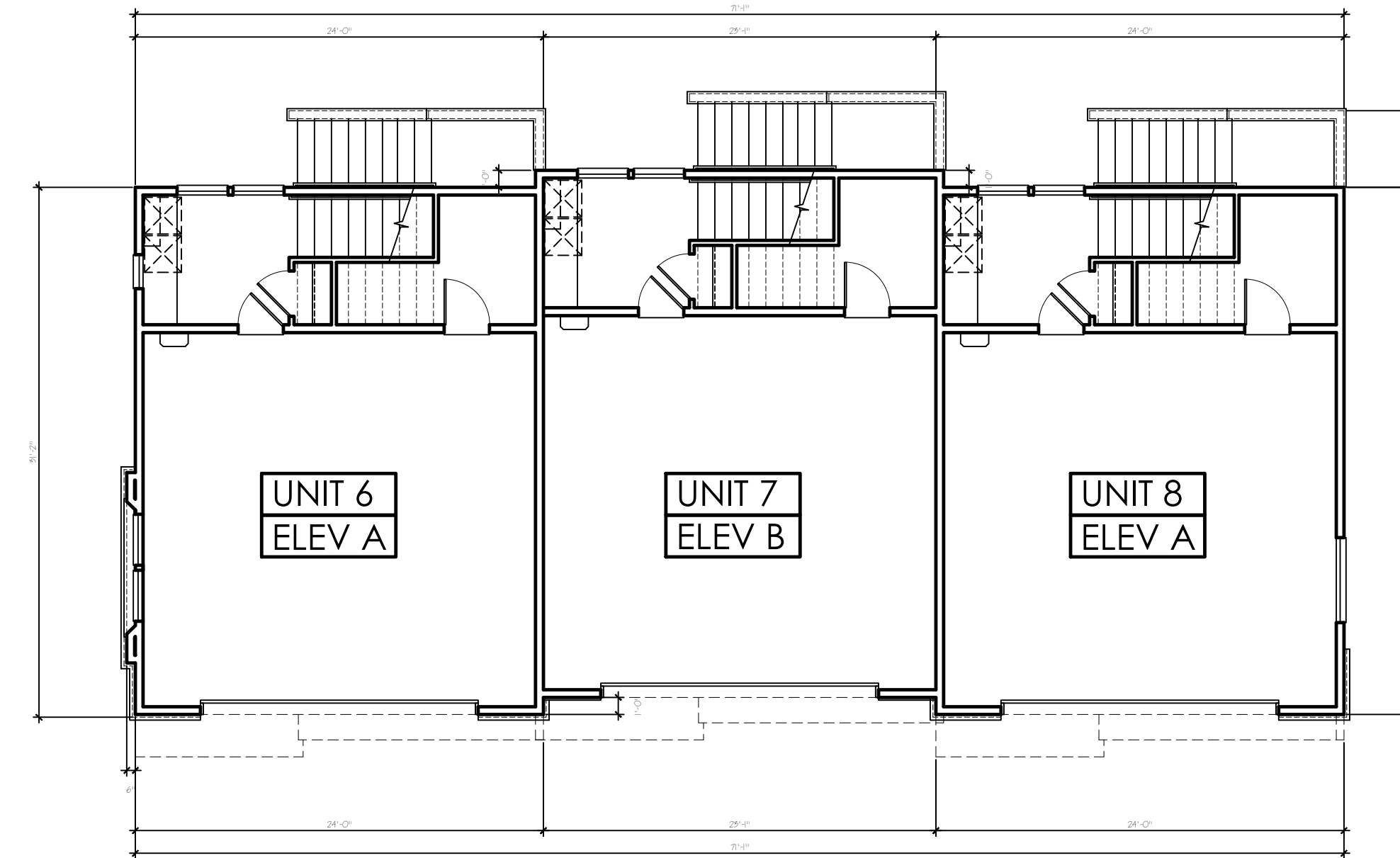
**PRELIMINARY GRADING AND DRAINAGE**  
LOT 54, "SANTA RITA ACRES, UNIT NO. 1" (22M645)  
4301 APPIAN WAY -- APN:425-142-030  
**EL SOBRANTE CALIFORNIA**

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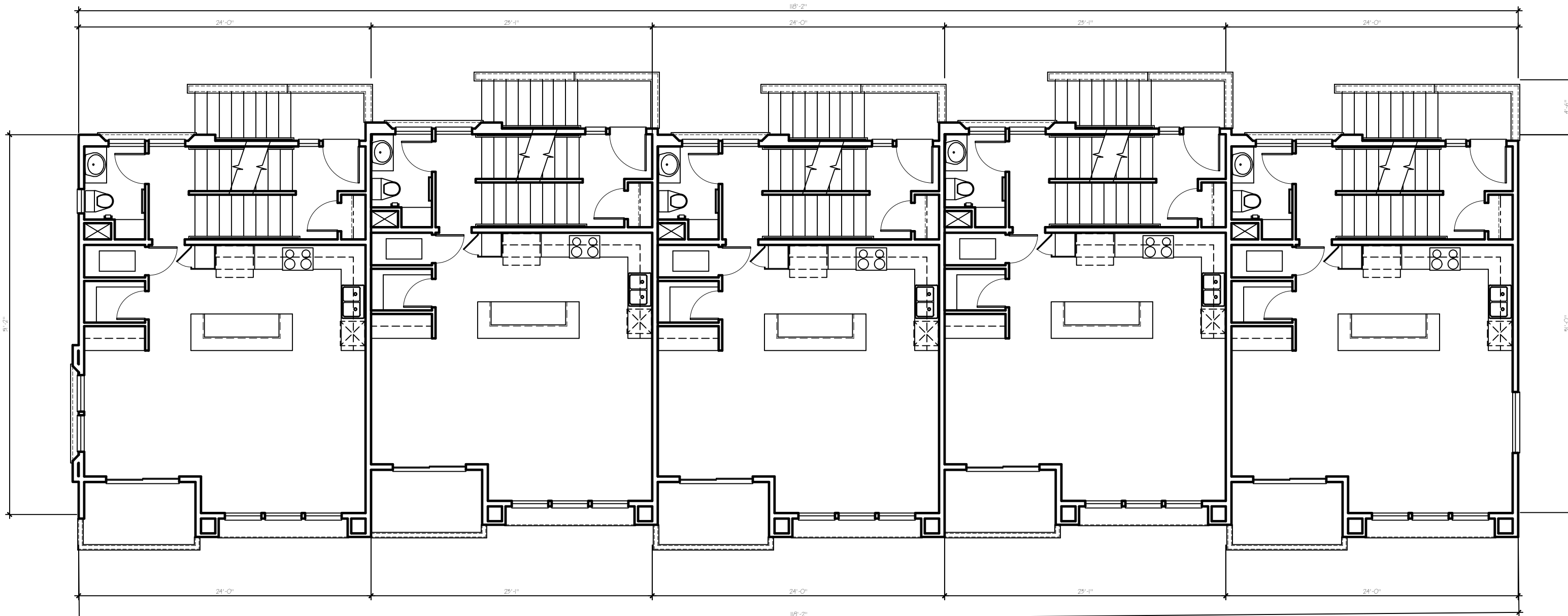
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OF 2 SHEET  
JOB NO. 22026



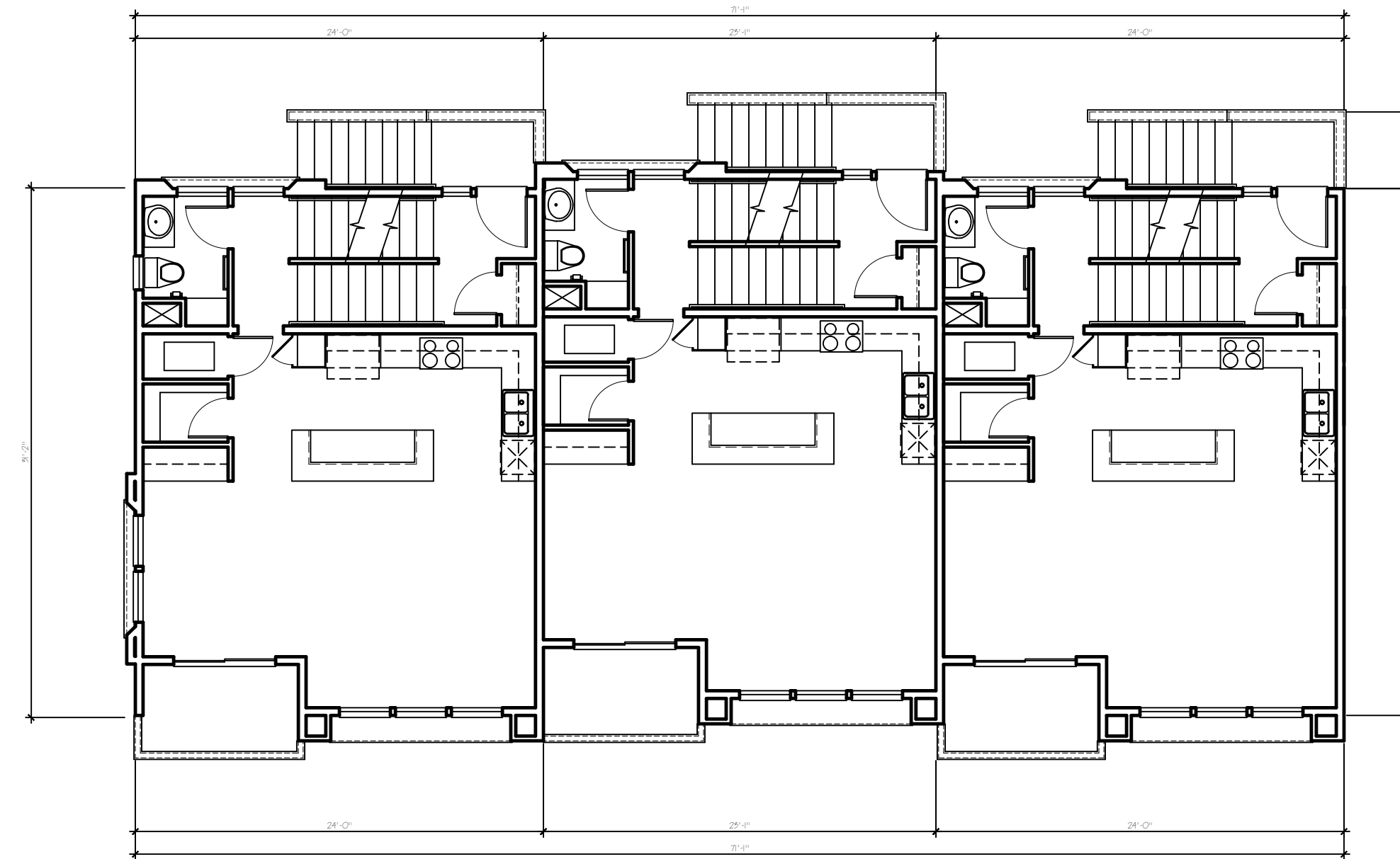
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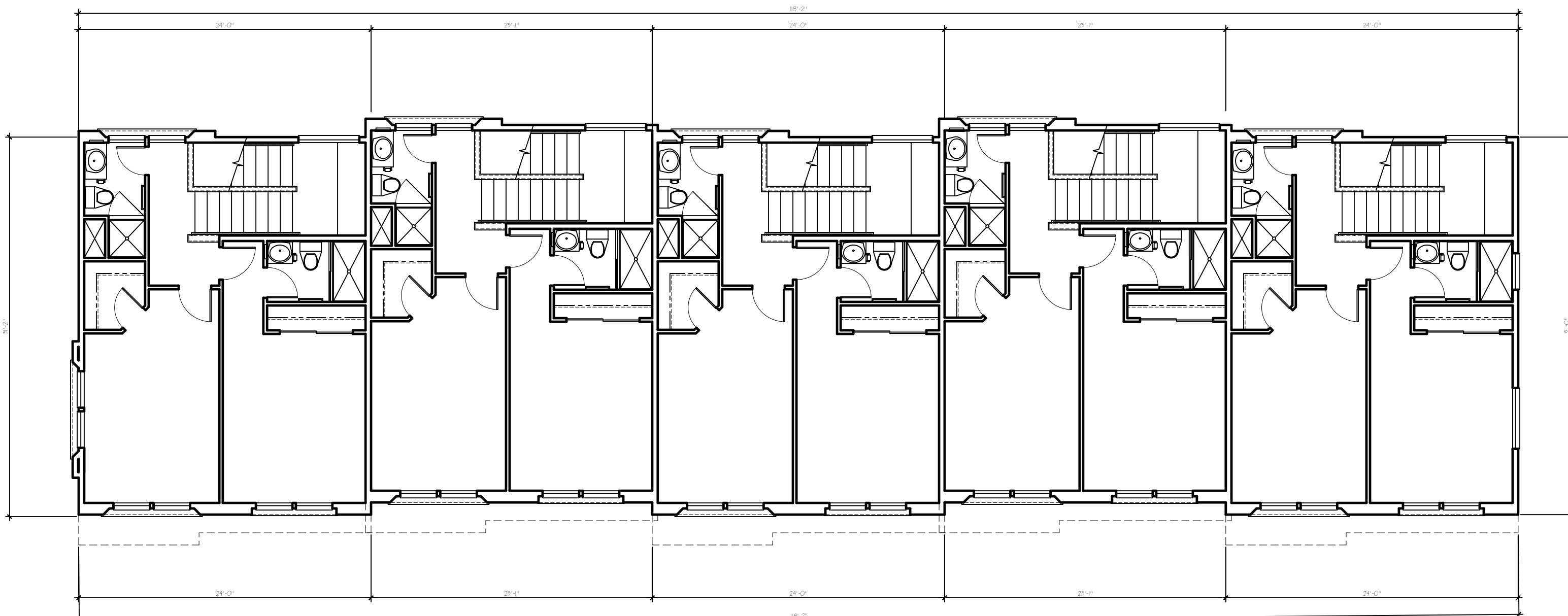
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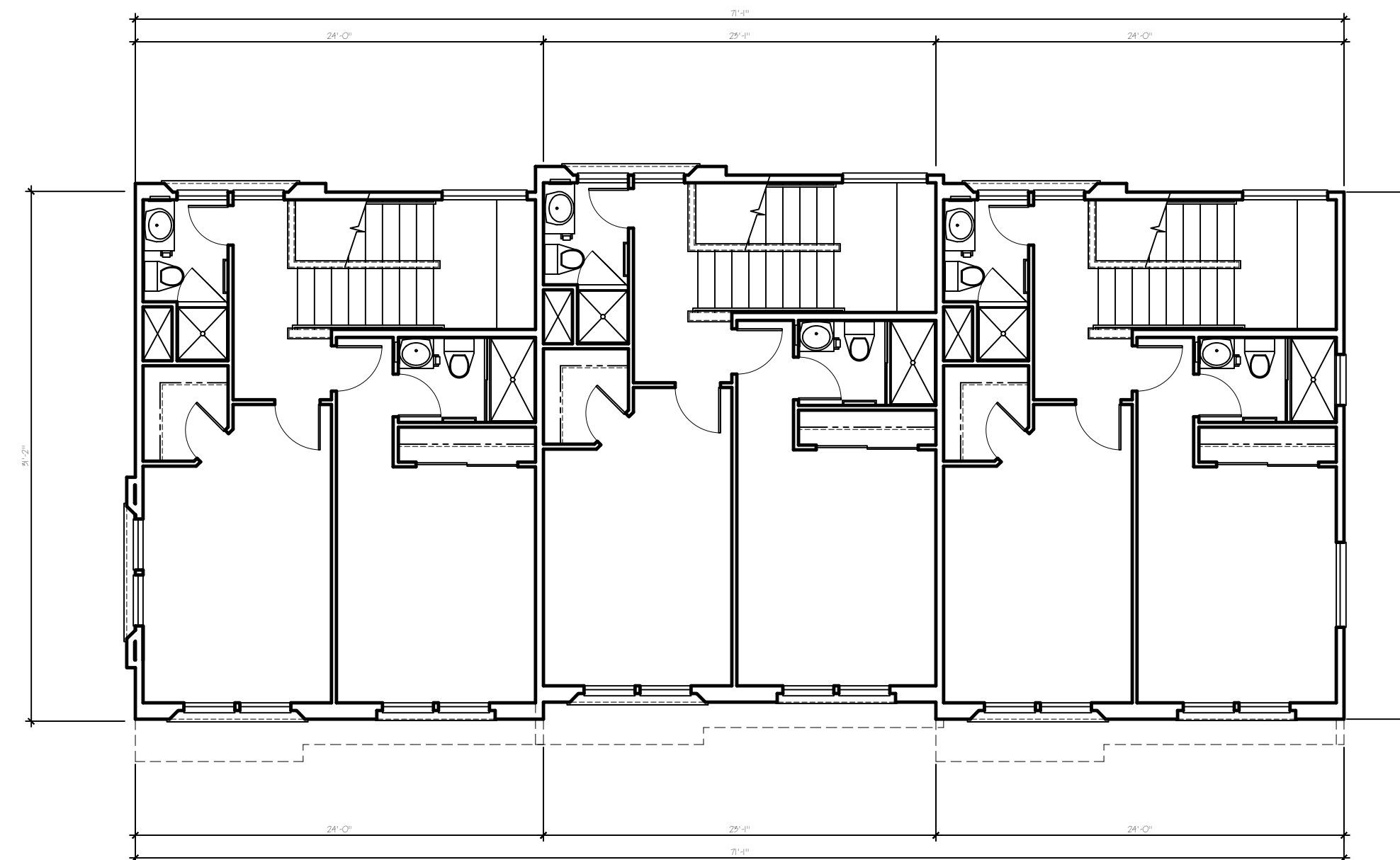
MAIN LEVEL - BUILDING 1



MAIN LEVEL - BUILDING 2



UPPER LEVEL - BUILDING 1



UPPER LEVEL - BUILDING 2

sheet **A2** of 3

drawn: gaw  
check: ...  
date: 07/2022  
job: 5021

**NUMAIR RENTAL HOMES**  
4301 APPIAN WAY  
ELSOBRANTE, CA

**PRELIMINARY BLDG. FLOOR PLANS**  
SCALE: 1/8"=1'-0"

**areté, inc.**  
architecture  
p.o. box 1211 concord, california 94522  
we're energy. architect gary l. wheeler, architect  
723.872.3888

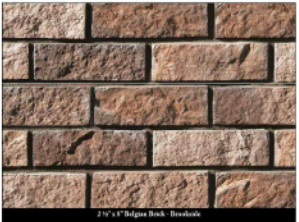
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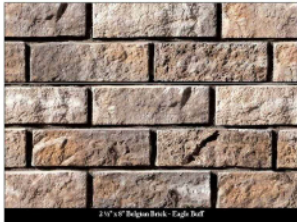


BRICK VENEER



1 Coronado Stone  
BELGIAN BRICK - BROOKSIDE

BRICK VENEER



2 Coronado Stone  
BELGIAN BRICK - EAGLE BUFF

BRICK VENEER



3 Coronado Stone

STONE VENEER



4 Coronado Stone  
TUSCAN VILLA - SEVILLE

STONE VENEER

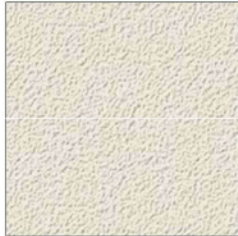


5 Coronado Stone  
TUSCAN VILLA - FLORENTINE

OMEGA PRODUCTS' COLORTEK STUCCO COLORS



6 404 - BARN SWALLOW



7 251 - LACE



8 246 - ROYAL TAUPE



9 437 - ROUGH KHAKI



10 18 - COCONUT

Color Scheme 1

1 Stone Veneer	CORONADO STONE	BELGIAN BRICK - BROOKSIDE
2 Stucco Body 1	OMEGA PRODUCTS	404 - BARN SWALLOW
3 Stucco Body 2	OMEGA PRODUCTS	251 - LACE
4 Trim	OMEGA PRODUCTS	18 - COCONUT
5		

Color Scheme 2

1 Stone Veneer	CORONADO STONE	TUSCAN VILLA - FLORENTINE
2 Stucco Body 1	OMEGA PRODUCTS	246 - ROYAL TAUPE
3 Stucco Body 2	OMEGA PRODUCTS	437 - ROUGH KHAKI
4 Trim	OMEGA PRODUCTS	18 - COCONUT
5		

Color Scheme 3

1 Stone Veneer	CORONADO STONE	BELGIAN BRICK - BEAR CREEK
2 Stucco Body 1	OMEGA PRODUCTS	251 - LACE
3 Stucco Body 2	OMEGA PRODUCTS	404 - BARN SWALLOW
4 Trim	OMEGA PRODUCTS	18 - COCONUT
5		

Color Scheme 4

1 Stone Veneer	CORONADO STONE	TUSCAN VILLA - SEVILLE
2 Stucco Body 1	OMEGA PRODUCTS	437 - ROUGH KHAKI
3 Stucco Body 2	OMEGA PRODUCTS	246 - ROYAL TAUPE
4 Trim	OMEGA PRODUCTS	18 - COCONUT
5		

Color Scheme 5

1 Stone Veneer	CORONADO STONE	BELGIAN BRICK - EAGLE BUFF
2 Stucco Body 1	OMEGA PRODUCTS	404 - BARN SWALLOW
3 Stucco Body 2	OMEGA PRODUCTS	251 - LACE
4 Trim	OMEGA PRODUCTS	18 - COCONUT
5		





- STUCCO FRIEZE
- STUCCO DENTIL
- GSM OVERFLOW SCUPPER
- GSM DOWNSPOUT
- STUCCO
- STUCCO SILL
- STUCCO MOULDING
- STUCCO CORBEL
- W. I. RAILING
- STUCCO SILL
- STUCCO CORBEL
- STUCCO
- LT. FIXTURE W/ AUTO SWITCH
- LIGHTED ADDRESS SIGN
- SECTIONAL ROLL-UP GARAGE DOOR
- THIN BRICK VENEER W/ STUCCO TRIM

- STUCCO WALL CAP
- STUCCO FRIEZE
- STUCCO DENTIL
- GSM OVERFLOW SCUPPER
- GSM DOWNSPOUT
- STUCCO
- STUCCO SILL
- STUCCO MOULDING
- STUCCO CORBEL
- STUCCO TRIM
- W. I. RAILING
- STUCCO SILL
- STUCCO TRIM
- THIN BRICK VENEER
- LT. FIXTURE W/ AUTO SWITCH
- SECTIONAL ROLL-UP GARAGE DOOR

8'-11"  
8'-11"  
8'-11"  
8'-11"  
8'-11"

ELEV. B  
STUCCO

ELEV. A

TYP. UNIT EXTERIOR ELEVATIONS

**areté, inc.**  
architecture  
P.O. BOX 1211, CONCORD, CALIFORNIA 94522  
925.692.5888

NUMAIR  
RENTAL HOMES  
4301 APPIAN WAY  
EL SOBRANTE, CA

PRELIMINARY  
UNIT EXT. ELEVATIONS  
SCALE: 1/4" = 1'-0"

A3

drawn: [blank] sheet  
check: [blank]  
date: 07/18/22  
job: 5201 of 3

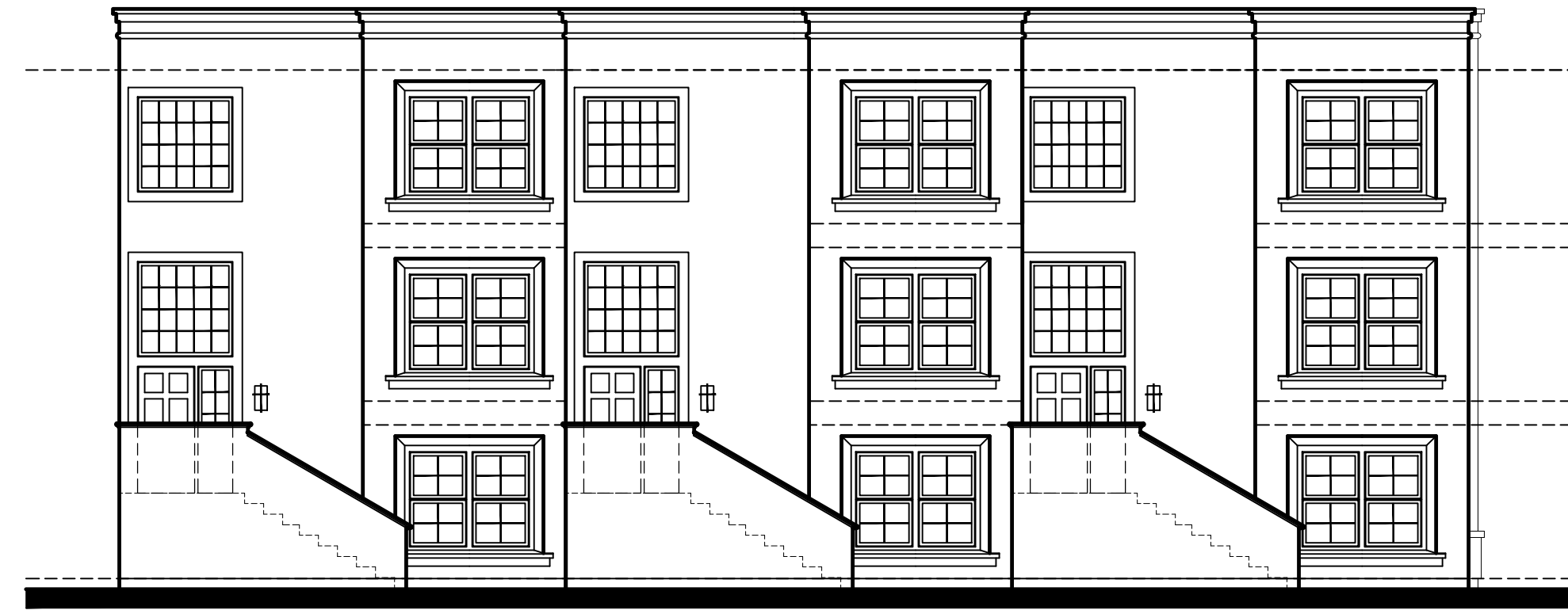
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BUILDING 2 - FRONT EXTERIOR ELEVATION



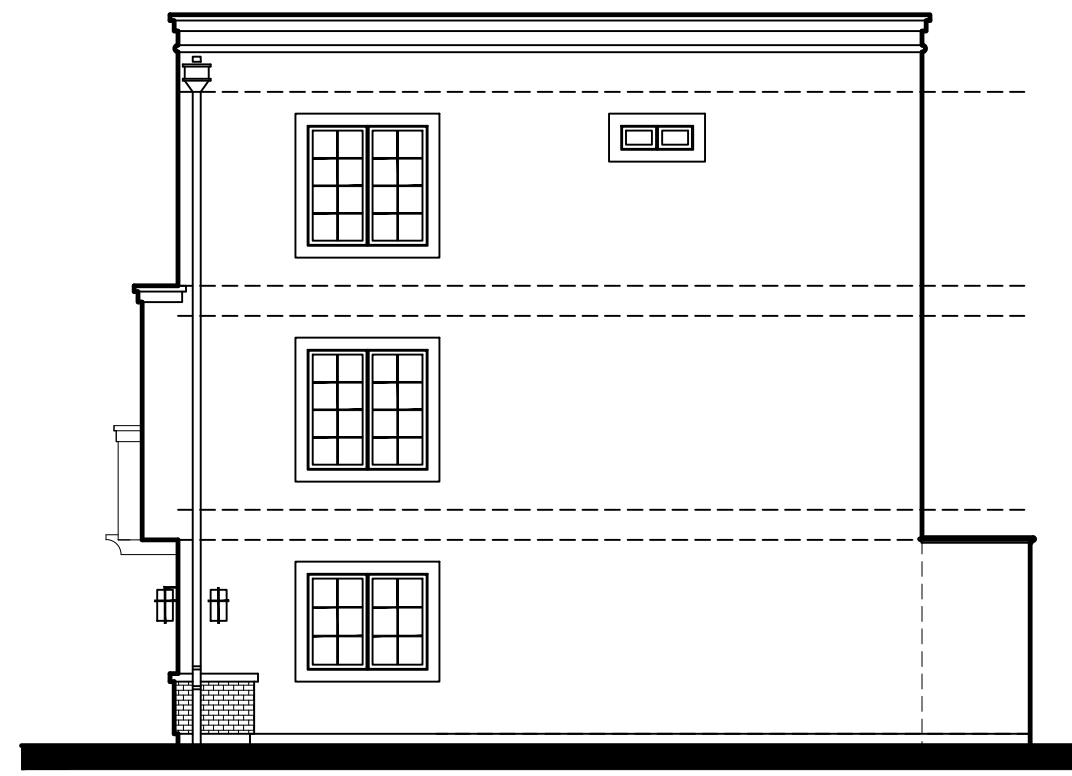
BUILDING 1 - FRONT EXTERIOR ELEVATION



BUILDING 2 - REAR EXTERIOR ELEVATION



BUILDING 1 - REAR EXTERIOR ELEVATION



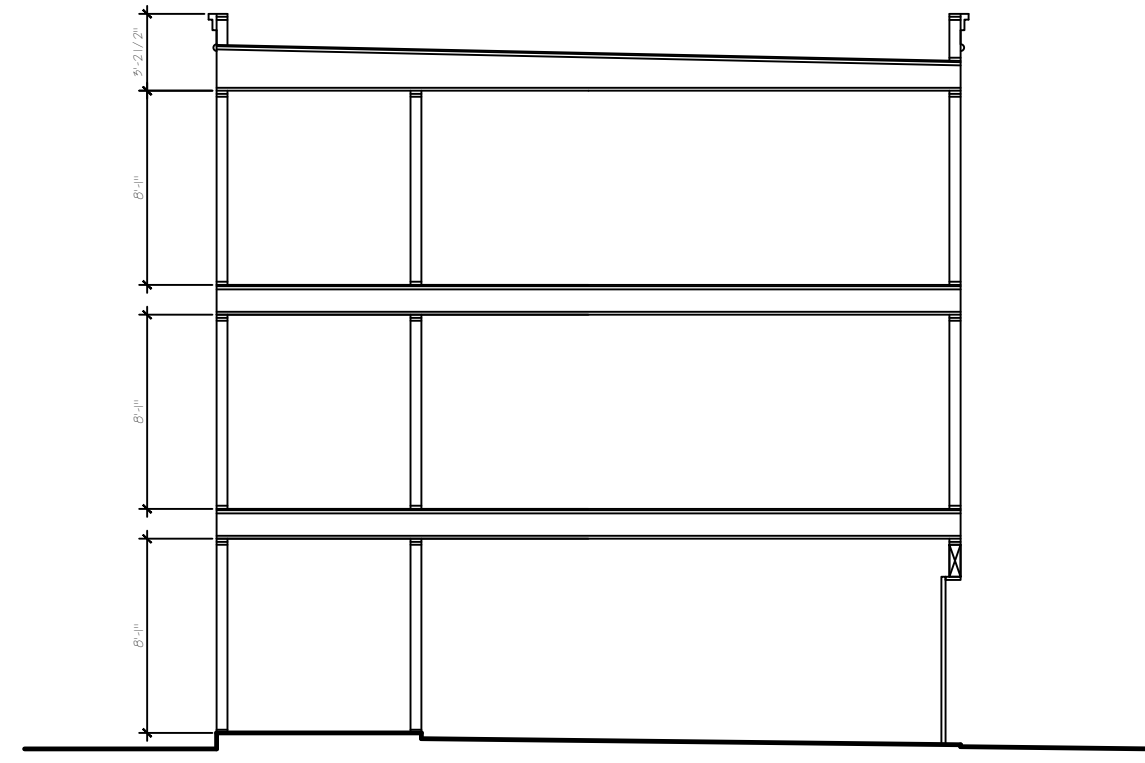
TYP. BUILDING RIGHT SIDE EXTERIOR ELEVATION



BUILDING 2 - LEFT SIDE EXTERIOR ELEVATION



BUILDING 1 - LEFT SIDE EXTERIOR ELEVATION



SECTION THRU TYP. UNIT

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p.o. box 1211 concord, california 94522  
 723.872.3888

NUMAIR  
 RENTAL HOMES  
 4301 APPIAN WAY  
 EL SOBRANTE, CA

PRELIMINARY  
 BLDG. EXT. ELEVATIONS  
 AND TYP. SECTION  
 SCALE: 1/8" = 1'-0"

drawn: gww sheet  
 check: ...  
 date: 07/18/22  
 job: 5024 of 3

A5

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Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: August 8, 2023

Subject: 4301 Appian Way General Plan Amendment Feasibility Study

---

**RECOMMENDATION(S):**

1. AUTHORIZE initiation of a General Plan amendment (GPA) process to consider changing the General Plan land use designation from "Appian Way General Mixed-Use" (M-11) to "Multiple-Family Residential-Medium Density" (MM) for an approximately 30,750 square-foot (0.71-acre) parcel located at 4301 Appian Way in El Sobrante, Assessor's Parcel Number 425-142-030, (County File #GP23-0001)
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. If the Board authorizes initiation of the GPA process, the project applicant will pay application fees to cover the cost of processing the application.

**BACKGROUND:**

On May 4, 2022, the project applicant submitted a Development Plan application for an eight-unit multiple-family residential project on the subject site (see Attachment A for proposed plans). Following staff's initial review, the applicant was informed that the proposal exceeded the maximum density of eight units per acre allowed under the M-11 land use designation. The project would either have to be downsized to no more than five units or approval of a GPA would be needed to increase the allowed density. On January 24, 2023, the applicant filed to begin the process of changing the land use designation to MM, which allows seven to twelve units on the subject site (see Attachment B for existing and proposed land use designations).

The site is a long rectangular parcel fronting Appian Way in El Sobrante. It is occupied by a single-family residence and associated accessory buildings and structures. The property slopes gently downward from front to back before dropping sharply into Appian Creek. Several mature pine, walnut, and olive trees are present, all of which are proposed for removal. The surrounding area is characterized by an assortment of land uses. Immediately southwest of the site is a small shopping center occupied by various neighborhood-serving businesses. Across the street to the

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Will Nelson, (925) 655-2898

cc:

BACKGROUND: (CONT'D)

southeast are a beauty salon and locksmith. Adjoining the site to the northeast and northwest are single-family residences. Beyond these properties, along Appian Way and within adjacent neighborhoods, are a mix of commercial uses and residential developments of varying densities. The underlying General Plan designations, which include MM, M-11, Single-Family Residential-High Density (SH), Multiple-Family Residential-High Density (MH), Multiple-Family Residential-Low Density (ML), Commercial (CO), and Open Space (OS) reflect this diversity. Attachment C is an aerial photo of the site and its immediate surroundings.

The proposed MM land use designation is consistent with the overall mixed-use character of the area and the residential densities therein. The project would provide eight three-story rental units with on-site parking. The proposed architecture and materials are attractive and the building massing is similar to a project completed less than a half-mile north along Appian Way in 2019. The project would benefit the community by enhancing the appearance of the site and adding to the housing stock. Additionally, the units would be counted toward meeting the County's Regional Housing Needs Allocation for the 6th Housing Element Cycle. For these reasons, staff recommends that the Board of Supervisors authorize initiation of the GPA process. Staff emphasizes, however, that authorization to proceed does not guarantee ultimate adoption of the proposed GPA or approval of the project.

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 site will retain its M-11 land use designation. The proposed eight-unit residential project would have to be downsized to no more than five units.

ATTACHMENTS

Attachment A - Project Plans

Attachment B - Existing and Proposed General Plan Designations

Attachment C - Aerial Photo of Subject Site



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: August 8, 2023

Subject: Payments for Services Provided by Shelter, Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed \$130,000 to Shelter, Inc., a non-profit corporation, for the provision of housing assistance to Seriously and Persistently Mentally Ill (SPMI) youth and adults provided in good faith for the period of June 2023 through July 2023.

**FISCAL IMPACT:**

Payment of \$130,000 is funded 100% by Mental Health Services Act funds.

**BACKGROUND:**

This Contract meets the social needs of the County's population in that it provides support services to County residents that are homeless and have a diagnosis of mental illness or a dual-diagnosis of mental illness and substance abuse, and are receiving services of Contra Costa County Mental Health or other approved referral agencies.

On September 8, 2020, the Board of Supervisors approved Contract #25-078-3 with Shelter, Inc. in an amount not to exceed \$7,157,615 for the provision of housing assistance to SPMI youth and adults, for the period from July 1, 2020 through June 30, 2023.

This contractor's utilization of services was higher than originally anticipated and due unknown projections, negotiations and efforts to limit the funding created a shortfall during this term and the BHSD Division was unable to amend the contract for additional funds in a timely manner.

As requested by the County, Shelter, Inc. provided additional housing assistance services in good faith. BHSD Administration has therefore determined that Shelter, Inc. is entitled to a payment of \$130,000 for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover reasonable value of those services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: Antonia Welty, Deputy

cc: L Walker, M Parkinen

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Shelter, Inc. will not be paid for services rendered in good faith.

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).

ATTACHMENTS



# SPECIAL EVENT PERMIT

**INSTRUCTIONS:** To apply for a Special Event Permit, complete this form and read the Special Event Permit Terms and Conditions attached. Submit an original and 2 copies of completed forms (an original and 3 copies for hazardous events), all with original signatures, any supplemental documents (see No. 4 below), and a check or money order to cover the required filing fee to the District office of the park unit where the event will be held.

APPLICANT/ORGANIZATION Contra Costa County Clerk-Recorder		
ADDRESS 555 Escobar Street	CITY/STATE/ZIP CODE Martinez, CA 94553	
CONTACT PERSON Joseph Barton <a href="mailto:joseph.barton@cr.cccounty.us">joseph.barton@cr.cccounty.us</a>	BUSINESS PHONE ( 925 ) 335-7928	CELL PHONE (       )
PARK UNIT 203-Mt. Diablo SP - Park Contact: Cameron Morrison 925-673-2895	LOCATION 96 Mitchell Canyon Rd., Clayton, CA 94517-1500	
SPECIFIC USE Destination Weddings Program	DATE(S) September 8, 2023	HOURS 10:00am to 3:30pm

1. PURPOSE OF THE EVENT:  
The Contra Costa County Clerk-Recorder is offering (up to 16) wedding ceremonies performed on the observation deck at Mount Diablo Summit **NOTE: Event will be cancelled if park is closed due to extreme fire danger**

2. PARK AREA/FACILITIES TO BE USED:  
Summit Observation Deck - North End (Park staff will caution tape off area for event)

3. MAXIMUM NUMBER OF PEOPLE EXPECTED TO ATTEND THE EVENT AT ONE TIME AND METHOD FOR LIMITING ATTENDANCE (THE STATE MAY LIMIT THE MAXIMUM ATTENDANCE WITHIN ITS DISCRETION):  
Event limited to 20 appointments. There is a limit of 30 guests per ceremony along with the bride, groom and 6 staff members (which all 6 are deputy commissioners and will be performing the ceremonies)

4. PLEASE ANSWER THE FOLLOWING QUESTIONS:

- |                          |                                     |  |
|--------------------------|-------------------------------------|--|
| YES                      | NO                                  |  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Does the event involve the sale or use of alcoholic beverages?                             |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Will additional fees be charged for participants (beyond regular facility fees)?           |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Will items or services be sold at the event?   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Are there any other special conditions or requirements? (e.g., accessibility - see page 2) |

If you answered yes to any of the above questions or if liability insurance is required (see Special Event Permit Terms and Conditions), please complete and attach a DPR 246A, Special Event Permit Supplement. If none of the above conditions apply, please complete the signature block below.

I have read and accept the Special Event Terms and Conditions attached. I understand that the District Superintendent or authorized representative may terminate without prior notice any special event activity when it is necessary for the safety and enjoyment of the public, for the protection of the resources, or for violation of any rules or regulations of the Department of Parks and Recreation or conditions of this permit. I also understand that any Special Event Permit may be cancelled without notice in the event of disaster or unforeseen emergency.

SIGNATURE

▶ **X**

DATE

**X**

FOR DEPARTMENT COMPLETION ONLY		
TOTAL PERMIT FEES WAIVED	COMMENTS PARTNERSHIP WITH OTHER AGENCY.	
REVIEWED AND RECOMMENDED BY ▶ C. Silverberg	DATE	
TITLE Diablo Range Special Events Coordinator	BUSINESS PHONE ( 831 ) 636-5560	
ADDRESS 7800 Cienega Road	CITY/STATE/ZIP CODE Hollister, CA 95023	
APPROVED BY ▶ C. Morrison	DATE	
TITLE Supervising Ranger	BUSINESS PHONE ( 925 ) 673-2895	
ADDRESS 96 Mitchell Canyon Road	CITY/STATE/ZIP CODE Clayton, CA 94517-1500	
DIRECTOR APPROVAL (for alcoholic beverage sale of more than 4 days only) ▶ N/A	DATE	

Department of General Services  
Use Only

**NOTE:**

**PARK ENTRANCE FEES  
WAIVED FOR COUNTY  
EMPLOYEES & THEIR  
VEHICLES.  
EVENT PARTICIPANTS TO  
PAY PARK ENTRANCE  
FEES**

## SPECIAL EVENT ACCESSIBILITY CHECKLIST

1. If the expected attendance is a thousand or more, have ASL interpreters been hired to be present during programs or activities?
2. If providing additional toilet facilities, such as portable toilets, have additional (20% plus one) accessible toilet facilities been provided?
3. Are wheelchair seating spaces, with companion seating, provided in assembly areas?

**Seating Capacity**

1 - 50  
51 - 300  
301 - 500  
over 500

**Wheelchair Seating Space**

2  
4  
6  
Add 1 per 100

4. Are individual wheelchair seating spaces at least 30" wide and 60" in length?
5. If the seating capacity is more than 300, are the wheelchair seating areas in more than one location?
6. If providing additional parking spaces, has the number of accessible parking spaces been increased?

**Total Number Of  
Parking Spaces**

1 - 25  
26 - 50  
51 - 75  
76 - 100  
101 - 150  
151 - 200  
201 - 300  
301 - 400  
401 - 500  
501 - 1000

**Minimum Number Of Accessible  
Parking Spaces Required**

1 Van Accessible Space  
2 Including One Van Accessible Space  
3 Including One Van Accessible Space  
4 Including One Van Accessible Space  
5 Including One Van Accessible Space  
6 Including One Van Accessible Space  
7 Including One Van Accessible Space  
8 Including One Van Accessible Space  
9 Including One Van Accessible Space  
2%, Including Three Van Accessible Spaces

7. For outdoor events, has an adequate number of shaded seating areas been provided?
8. Are "visiting" exhibits physically accessible?
9. Are stages and their path(s) of travel accessible?
10. Does advertising include a phone number for persons requesting special accommodation?

## **SPECIAL EVENT PERMIT TERMS AND CONDITIONS**

Special Event Permits, when approved, shall be issued subject to the following provisions:

1. All activities and arrangements for advance preparations within the above named unit, shall be at the direction of the District Superintendent or authorized representative.
  2. Rules and regulations of the Department of Parks and Recreation unless specifically exempted or otherwise noted shall be observed by the permittee, employees, agents, or contractors.
  3. The only special activities granted permittee herein are those which are listed in writing on the permit.
  4. No structures or sets may be constructed unless specifically provided for and described in writing, no digging or excavation is permitted, and no shrubbery or trees are to be cut, trimmed or injured. No additions, alterations, modification, or decorations may be affixed to any Department of Parks and Recreation facility without specific written approval of the District Superintendent.
  5. Fires will not be permitted except upon the specific written approval of the District Superintendent and under specific direction.
  6. Vehicles under the authority of the permittee will be parked in areas designated by the District Superintendent.
  7. Permittee will control all traffic and vehicles associated with the event as directed by the District Superintendent.
  8. Permittee will maintain the permitted area in a clean and sanitary condition and will restore the area to the condition in which it was received to the satisfaction of the State.
  9. Permittee will repair or be billed at the discretion of the State any and all damage to the park unit or any State property which was a result of permittee's activities. State will be the sole judge of the extent of damage and the extent of repairs required to remedy the damage. All repairs will be performed to the satisfaction of the State.
  10. The State may require at its discretion, the following special conditions:
    - a) Fire control measures and additional fire fighting equipment to be furnished by permittee as required by the District Superintendent.
    - b) First-aid service to be supplied by permittee, including ambulance service, doctors or nurses.
    - c) Additional police protection and/or traffic control personnel. Policing of the event will be provided by permittee and at own expense.
    - d) Parking arrangements required for permittee's operating personnel.
    - e) Additional sanitary facilities as required by the District Superintendent. Sanitary facilities over and above those furnished by State may be provided by permittee and at own expense.
- The permittee will be charged a fee based on the number of hours and job classification of State personnel required to meet any special condition.
- All special conditions and associated fees will be listed on the permit.
11. Unless otherwise specified on the Special Event Permit, the State agrees to provide the following services, if available or appropriate.
    - a) Maintain public restrooms.
    - b) Provide fresh water.
    - c) Provide electricity.
    - d) Provide garbage cans and remove refuse.
    - e) Clean all areas prior to occupancy by permittee.

12. The interest of permittee created by this agreement may be subject to property taxation. Permittee agrees to pay any possessory interest tax or any other tax levied on such interest and to indemnify the State from any damage or loss arising, by reason of such tax or Revenue Taxation Code Section 107.6.
13. Permittee may be charged a permit fee in addition to normal park fees, based on costs incurred by the State, size and scope of the event, and prevailing fees for commercial facilities in the locality.
14. Depending on circumstances and probability of occurrence, permittee may be charged a damage deposit as determined by the District Superintendent. Costs for damage repair and any fines or penalties for noncompliance with permit conditions will be deducted from this deposit. The District Superintendent shall determine if all or only a portion of the deposit is refundable.
15. The District Superintendent may terminate without prior notice any special event activity when it is necessary for the safety and enjoyment of the public for the protection of resources, or for violation of any rules or regulations of the Department of Parks and Recreation or conditions of this permit. In addition, any Special Event Permit may be cancelled without notice in the event of disaster or unforeseen emergency.
16. It is an express condition of this permit that the State, its officers, agents and employees shall be free from any and all liabilities and claims for damages and/or suit for or by reason of any death of or injury or injuries to any person or persons or damages to property of any kind whatsoever, whether the person or property of permittee, its agents or employees, or third persons, from any cause or causes whatsoever while in or upon said premises or any part thereof during the term of this permit or occasioned by any occupancy or use of said premises or any activity carried on by permittee in connection therewith; and permittee hereby covenants and agrees to indemnify and to save harmless the State, its officers, agents and employees from all liabilities charges, expenses (including counsel fees) and costs on account of or by reason of any such deaths, injury, liabilities, claims, suits, or losses however occurring or damage growing out of same.
17. For events having greater potential hazard or liability to the State than is incurred through typical daily park activities, permittee will be required to provide the District Superintendent with a certificate of insurance with required endorsements as proof of liability insurance coverage. The policy will cover the period of the permit and will be in an amount no less than one of the following as determined by the District Superintendent:

**STATE OF CALIFORNIA INSURANCE REQUIREMENTS:**

- Combined single limit (CSL) \$1,000,000 per occurrence.
- General Aggregate \$2,000,000

**Insurance policies shall be underwritten to the satisfaction of the State and shall contain the following special language on an additional insured endorsement (preferably form CG2012):**

***State of California, its officers, agents, and employees***

The insurer will not cancel or reduce the insured's coverage during the period that this permit is in effect or without 30 days prior written notice, whichever is shorter, to State.

This cancellation provision shall not be construed in derogation of the duty of the permittee to furnish insurance during the entire term of the permit.

18. Contacts relating to the insurance policy and payment of fee and in regard to the permit generally may be made through the District Superintendent.
19. All Special Event Permits must be submitted a minimum of forty-five (45) days prior to the day of the event. All copies of the Special Event Permit must be submitted with original signatures.
20. **There is a non-refundable permit fee of \$25. There is a \$100 fee for Special Event cancellations by permittee between 24 to 48 hours of event start date. Special Events cancelled by permittee within 24 hours of event date will not be refunded.**

# SPECIAL EVENT PERMIT SUPPLEMENT

*INSTRUCTIONS: Complete the information requested below then submit this form with your DPR 246, Special Event Permit.*

1. List of fees and charges to participants attending the event. (This is in addition to regular park facility fees)

The civil marriage ceremony fee is \$60. Couples can obtain a public marriage license for \$86 or a confidential license for \$90. Licenses must be obtained prior to the ceremony at the main office in Martinez.

2. Plan and method for collecting special fees.

Pre-register online at <http://www.contracostacore.us/>

3. Estimated gross receipts and net profits to the permittee.

N/A

4. Guaranteed minimum fees and/or percentage of the gross income to be paid to the State as rent.

**State will receive the Permit Fee along with 10% of Gross Receipts (including all concessions) within 20 days of the event date.**

*If not paid within 20 days from the end of the event the permittee will be assessed a \$200.00 Late Fee.*

*After 21 days an additional 5% will be assessed on the total remaining balance owed to the State.*

*After 45 days any planned or scheduled future events are subject to be denied or cancelled.*

**Please provide a copy of the Special Event Accountability Worksheet with your payment to the State within 20 days of the event.**

**X** N/A Initial - I have read and understand the statement above.

5. Method of garbage collection and disposal.

Pack out all trash and/or use State provided trash receptacles.

6. List of items to be sold during the event.

N/A

7. Method of advertising and promoting the event. Attach sample copy of brochures, flyers, poster, etc. The State reserves the right to review and approve all promotional material to protect the interest of the Department.

Website: <http://www.contracostacore.us/>, county-wide press releases, social media and event flyers

8. Detailed description of the program to be presented and the displays and concession booths to be installed. (Prepare attachment if additional space is required.)

Event staff will arrive at 9am to set up. They will enter the park through the North Gate entrance. Event staff to set up 16 folding chairs and one podium on the observation deck. One 10' x 10' canopy, one 6' x 2' table and 4 chairs in the summit parking lot. 3 "A" frame signs will be set up along the road at Junction Ranger Station, Juniper Campsite and Long Term Parking Lot at summit. The event is limited to 20 wedding ceremonies - with a limit of 30 guests per ceremony - and will run from 10am to 3pm. Ceremonies are held on the summit observation deck and performed every 15 minutes.

**The observation deck will be caution taped off by park staff for event.**

**NOTE:** North Gate Road may still be closed for construction. Joseph will work with park staff for an alternative route if that is the case on September 8.

9. List of all the organizations involved whether sponsors, recipients or promotional firms. Commercial sponsors must specifically be listed.

N/A

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**FOR DEPARTMENT COMPLETION ONLY**

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SPECIAL CONDITIONS REQUIRED OF THE PERMITTEE BY THE DEPARTMENT OF PARKS AND RECREATION:

Have accessibility issues been addressed?  YES  NO

EXCEPTIONS TO SERVICES PROVIDED BY THE STATE AS LISTED IN SPECIAL EVENT PERMIT AND CONDITIONS:

---

THE ITEMS CHECKED BELOW MUST BE RECEIVED AT THE DISTRICT PRIOR TO THE EVENT UNLESS OTHERWISE STATED.

- \$ WAIVED Permit Fee
- \$ WAIVED Activity/Facility Fee
- Proof of liability insurance coverage (Certificate of Insurance) in an amount not less than the following:
  - Combined single limit (CSL) \$500,000 per occurrence (must be received at least 60 days in advance of event)
  - Combined single limit (CSL) \$1,000,000 per occurrence (must be received at least 60 days in advance of event)
  - Public liability \$300,000 each person; \$500,000 each occurrence. Property damage, liability and products damage liability \$200,000.
- Copy of license to sell alcoholic beverages from the California Department of Alcohol and Beverage Control (must be received at least 10 days in advance of event)

---

YES  NO WALK THROUGH CONDUCTED WITH PERMITTEE.

COMMENTS:

**FEES WAIVED. PARTNERSHIP WITH OTHER AGENCY**



Contra  
Costa  
County

To: Board of Supervisors  
From: Kristin Connelly, Clerk-Recorder  
Date: August 8, 2023

**Subject:** Approve Permit for Use of Mount Diablo Summit Observation Deck for Civil Wedding Ceremonies on September 8, 2023

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute a one-day use permit with the State of California Department of Parks and Recreation for the use of the Mount Diablo Summit Observation Deck to conduct civil wedding ceremonies.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The County Clerk-Recorder will be conducting civil wedding ceremonies at the Mount Diablo Summit Observation Deck on September 8, 2023. Use of the observation deck requires a Special Event Permit in which the County agrees to indemnify and hold the grantor harmless for any claims arising out of the County's performance under this agreement.

**CONSEQUENCE OF NEGATIVE ACTION:**

The County Clerk-Recorder will be unable to conduct ceremonies at the Mount Diablo Summit Observation Deck.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Joseph Barton, 925-335-7928

cc:



ATTACHMENTS

Special Use  
Permit



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
Department of Conservation and
Development
30 Muir Road
Martinez, CA 94553

[x] County Clerk, County of Contra Costa

Project Title: Property Acquisition – 2523 El Portal Drive, Project #: WLP382, CP#: 23-17

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

Main: (925) 313-2000, Contact: Shraavan Sundaram, (925) 313-2366

Project Location: 2523 El Portal Drive, San Pablo, CA 94806; APN 416-140-048

Lead Agency: Department of Conservation and Development, 30 Muir Road, Martinez, CA 94553

Main: (925) 655-2705, Contact: Syd Sotoodeh (925) 655-2877

Project Description: Contra Costa County Health Services Department (County) seeks to acquire the property identified above to implement a primary facility for crisis and longer-term residential treatment programs at this location. Expansion of these services in West County was identified as a high priority.

This CEQA document covers the property acquisition only. Once the property is acquired, a subsequent CEQA analysis will be conducted for the actual project.

Exempt Status:

- [ ] Ministerial Project (Sec. 21080[b][1]; 15268) [ ] Categorical Exemption (Sec. 15326)
[ ] Declared Emergency (Sec. 21080[b][3]; 15269[a]) [x] General Rule of Applicability (Sec. 15061[b][3])
[ ] Emergency Project (Sec. 21080[b][4]; 15269[b][c]) [ ] Other Statutory Exemption (Sec. )

Reasons why project is exempt:

The activity is not subject to CEQA as it can be seen with certainty that there is no possibility that the activity in question (acquisition of the property only) may have a significant effect on the environment, pursuant to Article 5, Section 15061(b)(3) of the CEQA guidelines.

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 [ ] Yes [ ] No project?

Signature: Syd Sotoodeh Date: 07/19/2023 Title: Senior Planner

Contra Costa County Department of Conservation and Development

- [x] 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: Shravan Sundaram *cg*  
Environmental Services Division  
Phone: 313-2366

**Department of Fish and Wildlife Fees Due**

- De Minimis Finding - \$0
- County Clerk - \$50
- Conservation and Development - \$25

Total Due: \$75

Receipt #: \_\_\_\_\_

# CONTRA COSTA COUNTY CALIFORNIA

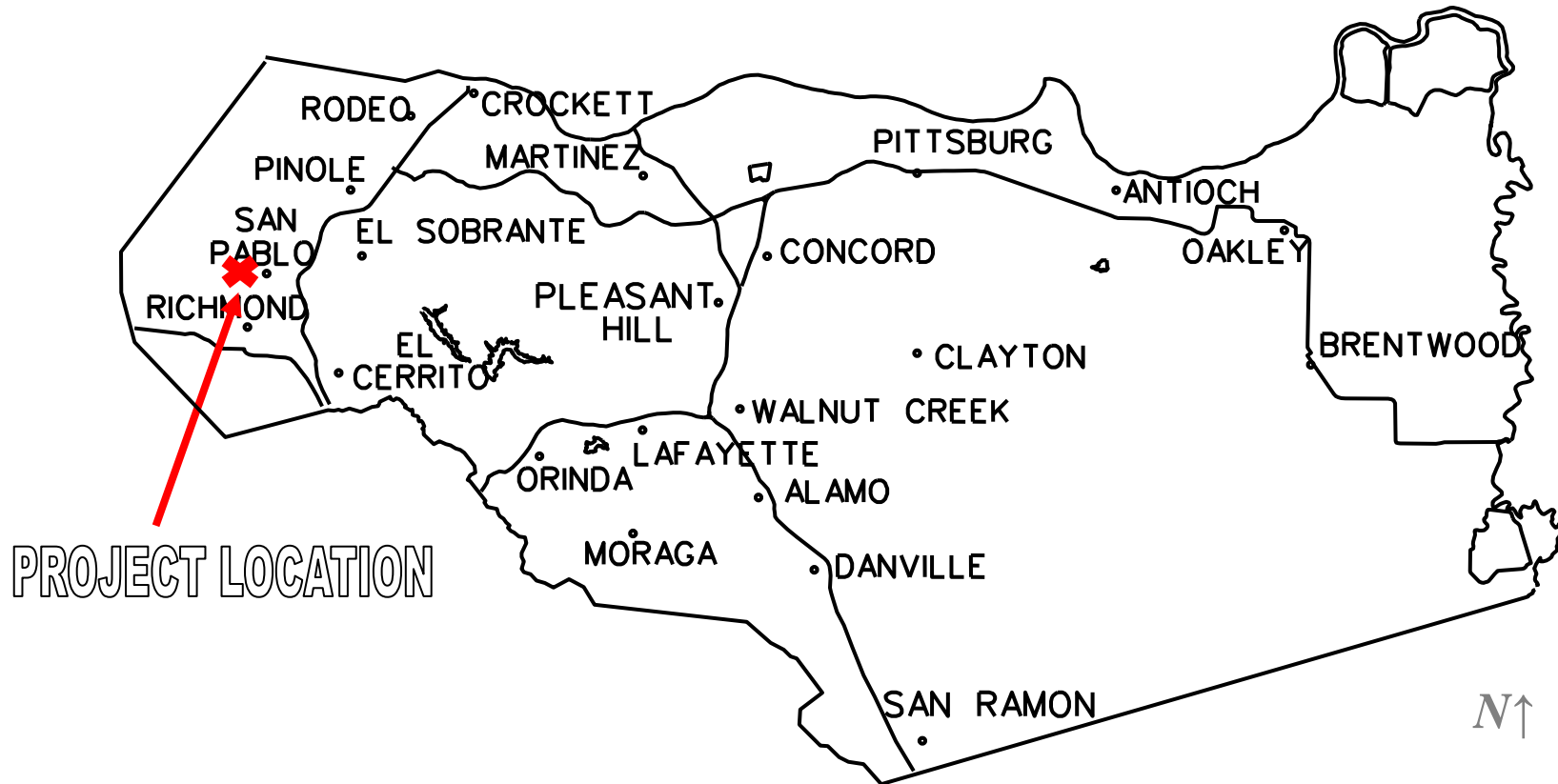


FIGURE 1: Regional Location Map





Legend

- AMI\_ASSETS: NOT Dispos**
- County
  - County owned on Leased land
  - County-State (State has minorit
  - Lessor (Leased by County, NO
  - Operational Agreement (Cities )
  - State
  - State-County (County has mino
- All Assets in AMI: Building I**
- Creeks**
- Above Ground
  - Under Ground
- FCROW - ALL**
- QUITCLAIM
  - FCD FEE TITLE
  - FEE TITLE TRANSFER FROM
  - FCD EASEMENT
  - EASEMENTS GRANTED TO C
  - EASEMENTS RETURNED TO
  - OTHER
  - UNKNOWN
- City Legal Limits
  - County Maintained Roads
  - Full Parcels
  - Subdivisions
  - County Boundary

0.0 0 0.02 0.0 Miles

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

1:1,128



This map is a user generated static output from PWMAPS. Data that appears on this map may not be accurate or current.

**CONTRA COSTA COUNTY  
PUBLIC WORKS DEPARTMENT  
255 Glacier Drive  
Martinez, CA 94553**

**NOTICE OF INTENTION TO PURCHASE REAL PROPERTY**

The Board of Supervisors of Contra Costa County intends to purchase from Jupiter Investments LLC at a price of \$3,445,000, the real property site improved with a two-story building consisting of approximately 15,200 square feet, a parking lot and landscaping located at 2523 El Portal Drive, San Pablo, California, having Assessor's Parcel Number 416-140-048, and more particularly described in Exhibit A attached hereto. The Board Order dated August 8, 2023, declares the Board will meet on September 12, 2023, at 9:00 a.m. or thereafter, in its Chambers, County Administration Building, 1025 Escobar Street, Martinez, California, to consummate the purchase.

## EXHIBIT A

### LEGAL DESCRIPTION OF PROPERTY

Real property in the City of San Pablo, County of Contra Costa, State of California, described as follows:

PARCEL A, as shown on the map of MS 778-88, filed March 9, 1989, Book 139 Parcel Maps, Page 1, Contra Costa County records.

APN: 416-140-048-8





Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: August 8, 2023

**Subject:** Notice of Intention to Purchase Real Property located at 2523 El Portal Drive, San Pablo.

---

**RECOMMENDATION(S):**

APPROVE the Notice of Intention to Purchase Real Property for the purchase of the real property located at 2523 El Portal Drive, San Pablo, from Jupiter Investments LLC for County health facility purposes, as required by Government Code section 25350, for the sum of \$3,445,000, which is a fair and reasonable price therefore, pursuant to the terms of an Option Agreement and Escrow Instructions dated December 13, 2022, between the County and Jupiter Investments LLC.

DECLARE that this Board will meet on September 12, 2023, at 9:00 a.m. or thereafter, in the Board’s Chambers, County Administration Building, Martinez, California, to consider consummation of the purchase.

DIRECT the Public Works Director to publish the attached notice in a newspaper published in Contra Costa County pursuant to Government Code Section 6063.

**FISCAL IMPACT:**

The purchase of the property will be funded by Mental Health Services Act (MHSA) funds.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Julin Perez, (925) 957-2460

cc:

**BACKGROUND:**

On July 12, 2022, the Board of Supervisors (Board) authorized the Health Services Director to apply for grant funding from the Behavioral Health Continuum Infrastructure Program (BHCIP) Round 5, available through the California Department of Health Care Services to purchase the property located at 2523 El Portal Drive in San Pablo (the Property). The County’s application to BHCIP proposed the acquisition of the Property, and the renovation of the existing two-story building on the Property for operation of a mental health urgent care facility and a therapeutic residential facility.

In support of the County’s application to the State for BHCIP funding for the project, on December 13, 2022, the Board approved the purchase of an option to purchase the Property. The purchase price of the option was \$100,000. Under the terms of the option, the County has the right to purchase the property for \$3,445,000. The action taken by the Board on December 13, 2022, made clear that the exercise of the option would be the subject of a subsequent board order.

Before the County may purchase property worth more than \$50,000, Government Code section 25350 requires that a notice of the intention of the Board to make the purchase be published in the county pursuant to Government Code section 6063. The Notice of Intention must include a description of the property proposed to be purchased, the price, the vendor, and a statement of the time the Board will meet to consummate the purchase. This Notice of Intention does not require the County to purchase the property, it only gives the public notice of a proposal that it do so.

On August 1, 2023, the Board approved a budget strategy for Health Services that includes using Mental Health Service Act (MHSA) funds for the purchase of the Property, in the event the Property is acquired by the County. The modification to the budget strategy was the result of the County not being awarded BHCIP funds in Round 5.

**CONSEQUENCE OF NEGATIVE ACTION:**

The County will not be able to acquire and renovate the property to address significant crisis care gaps in behavioral health infrastructure.

**ATTACHMENTS**

Notice of Intention

Notice Of Exemption

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

Adopted this Resolution on 08/08/2023 by the following vote:

**John Gioia**  
**Candace Andersen**  
**Diane Burgis**  
**Ken Carlson**  
**Federal D. Glover**

**AYE:**       

**NO:**           

**ABSENT:**   

**ABSTAIN:**  

**RECUSE:**   



**Resolution No. 2023/519**

Resolution Setting Forth the County’s Official Intent to Issue Revenue Bonds to Finance a Multifamily Residential Rental Housing Development – Mayfair Affordable Apartments

WHEREAS, the Board of Supervisors of the County of Contra Costa (the “County”) has determined that there is a shortage of safe and sanitary housing within the County, and that it is in the best interest of the residents of the County and in furtherance of the health, safety and welfare of the public for the County to assist in the financing of multifamily rental housing developments; and

WHEREAS, pursuant to Division 31 of the Health and Safety Code of the State of California, and particularly Chapter 7 of Part 5 thereof (the “Act”), the County is empowered to issue and sell revenue bonds for the purpose of making mortgage loans or otherwise providing funds to finance the acquisition, construction and rehabilitation of multifamily rental housing, including units for lower income households and very low income households; and

WHEREAS, Mayfair Affordable Housing LP, a California limited partnership (the “Borrower”) has requested that the County consider the issuance and sale of revenue bonds (the “Bonds”) pursuant to the Act, including Bonds the interest on which is federally tax-exempt and Bonds the interest on which is federally taxable, all for the purpose of lending the proceeds thereof to the Borrower to finance the acquisition and construction by the Borrower of 69 units of multifamily rental housing currently identified as Mayfair Affordable to be located at 11690 San Pablo Avenue (APN No. 502062031) in El Cerrito (the “Development”), to be owned by the Borrower; and

WHEREAS, the Borrower has requested an expression of the Board of Supervisors willingness to authorize the issuance of the Bonds at a future date after the documentation relating to the financing has been prepared and completed, and the County’s requirements for the issuance of such Bonds have been satisfied; and

WHEREAS, the Board of Supervisors now wishes to declare its intention to authorize the issuance of the Bonds, provided certain conditions are met, for the purpose of financing costs of the Development, in an aggregate principal amount not to exceed \$58,300,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Contra Costa as follows:

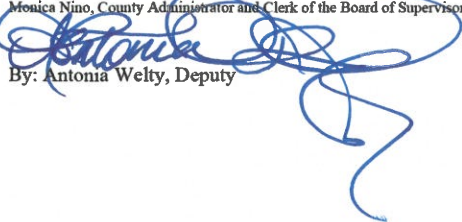
Section 1. The Board of Supervisors hereby determines that it is necessary and desirable to provide financing for the Development pursuant to the Act by the issuance of the Bonds in an aggregate principal amount not to exceed fifty-eight million three hundred thousand dollars (\$58,300,000). The issuance of the Bonds shall be subject to the following conditions: (a) the County, by resolution of the Board of Supervisors, shall have first agreed to acceptable terms and conditions for the Bonds (and for the sale and delivery thereof), and for all agreements with respect to the Bonds to which the County will be a party; (b) all requisite governmental approvals for the Bonds shall have first been obtained; (c) the Bonds shall be payable from revenues received with respect to a loan to the Borrower made with the proceeds of the Bonds, and neither the full faith nor the credit of the County shall be pledged to the payment of the principal of or interest on the Bonds; and (d) any occupancy and other requirements of the Internal Revenue Code of 1986, as amended (the “Code”) are satisfied or otherwise provided for with respect to Bonds, the interest on which is intended to be excluded from gross income for federal tax purposes.

I hereby certify that this 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: Deidre Hodgers, (925) 655-2892

ATTESTED: August 8, 2023

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



By: Antonia Welty, 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 08/08/2023 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Ken Carlson</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text"/>	
<b>ABSENT:</b>	<input type="text"/>	
<b>ABSTAIN:</b>	<input type="text"/>	
<b>RECUSE:</b>	<input type="text"/>	



**Resolution No. 2023/519**

Resolution Setting Forth the County’s Official Intent to Issue Revenue Bonds to Finance a Multifamily Residential Rental Housing Development – Mayfair Affordable Apartments

WHEREAS, the Board of Supervisors of the County of Contra Costa (the “County”) has determined that there is a shortage of safe and sanitary housing within the County, and that it is in the best interest of the residents of the County and in furtherance of the health, safety and welfare of the public for the County to assist in the financing of multifamily rental housing developments; and

WHEREAS, pursuant to Division 31 of the Health and Safety Code of the State of California, and particularly Chapter 7 of Part 5 thereof (the “Act”), the County is empowered to issue and sell revenue bonds for the purpose of making mortgage loans or otherwise providing funds to finance the acquisition, construction and rehabilitation of multifamily rental housing, including units for lower income households and very low income households; and

WHEREAS, Mayfair Affordable Housing LP, a California limited partnership (the “Borrower”) has requested that the County consider the issuance and sale of revenue bonds (the “Bonds”) pursuant to the Act, including Bonds the interest on which is federally tax-exempt and Bonds the interest on which is federally taxable, all for the purpose of lending the proceeds thereof to the Borrower to finance the acquisition and construction by the Borrower of 69 units of multifamily rental housing currently identified as Mayfair Affordable to be located at 11690 San Pablo Avenue (APN No. 502062031) in El Cerrito (the “Development”), to be owned by the Borrower; and

WHEREAS, the Borrower has requested an expression of the Board of Supervisors willingness to authorize the issuance of the Bonds at a future date after the documentation relating to the financing has been prepared and completed, and the County’s requirements for the issuance of such Bonds have been satisfied; and

WHEREAS, the Board of Supervisors now wishes to declare its intention to authorize the issuance of the Bonds, provided certain conditions are met, for the purpose of financing costs of the Development, in an aggregate principal amount not to exceed \$58,300,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Contra Costa as follows:

Section 1. The Board of Supervisors hereby determines that it is necessary and desirable to provide financing for the Development pursuant to the Act by the issuance of the Bonds in an aggregate principal amount not to exceed fifty-eight million three hundred thousand dollars (\$58,300,000). The issuance of the Bonds shall be subject to the following conditions: (a) the County, by resolution of the Board of Supervisors, shall have first agreed to acceptable terms and conditions for the Bonds (and for the sale and delivery thereof), and for all agreements with respect to the Bonds to which the County will be a party; (b) all requisite governmental approvals for the Bonds shall have first been obtained; (c) the Bonds shall be payable from revenues received with respect to a loan to the Borrower made with the proceeds of the Bonds, and neither the full faith nor the credit of the County shall be pledged to the payment of the principal of or interest on the Bonds; and (d) any occupancy and other requirements of the Internal Revenue Code of 1986, as amended (the “Code”) are satisfied or otherwise provided for with respect to Bonds, the interest on which is intended to be excluded from gross income for federal tax purposes.

I hereby certify that this 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: Deidre Hodgers, (925) 655-2892**

**ATTESTED: August 8, 2023**

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

By: Antonia Welty, Deputy

**cc:**



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: August 8, 2023

**Subject:** Reimbursement Resolution for Multifamily Housing Revenue Bonds - Mayfair Affordable in El Cerrito

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2023/519 conditionally providing for the issuance of revenue bonds in an aggregate amount not to exceed \$58,300,000 to finance the acquisition and construction of 69 units of multifamily rental housing currently identified as Mayfair Affordable, to be located at 11690 San Pablo Avenue, El Cerrito, CA 94530 (APN 502-062-031), and approving related actions.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action. In the event that the bonds are issued, the County is reimbursed for costs incurred in the issuance process. Annual expenses for monitoring of Regulatory Agreement provisions ensuring certain units in the housing development will be rented to low-income households are accommodated in the bond issue. The bonds will be solely secured by and payable from revenues (e.g. development rents, reserves, etc.) pledged under the bond documents. No County funds are pledged to secure the bonds.

**BACKGROUND:**

Contra Costa County, through the Department of Conservation and Development, operates a multifamily housing revenue bond financing program. The purpose of the program is to increase or preserve the supply of affordable rental housing available to low and very low-income households. The County program may be undertaken within the unincorporated County and within the cities located in the County that have agreed to let the County operate the program in their jurisdiction.

BRIDGE Housing Corporation (the "Sponsor") requested to participate in the County's multifamily housing revenue bond financing program on behalf of Mayfair Affordable LP, a California limited partnership (the "Borrower"). The Borrower will use the bond proceeds for the acquisition and construction of Mayfair Affordable (the "Project"). The Project is a single 6-story building with 69 units, which includes 68 low-income and very low-income units between 30-60% area median income (AMI) and one manager's unit. The project meets the eligibility criteria for bond financing and the County policy for this program. The project will be managed by BRIDGE Property Management Company (BPMC).

A requirement of federal tax law is that the prospective financing be subject to a conditional statement of intent to issue bonds to reimburse expenses incurred prior to the date the bonds are issued and a reimbursement resolution that is adopted by the Board of Supervisors fulfills that requirement. Also, the California Debt Limit Allocation Committee that allocates tax-exempt bond authority for the bond issue, requires that a

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Deidre Hodgers, (925) 655-2892

cc:



BACKGROUND: (CONT'D)

reimbursement resolution be adopted before an application may be submitted for such an allocation. The adoption of a reimbursement resolution will not obligate the County or the owner without future discretionary actions, but will indicate the intent of the County to issue the bonds if all conditions in the reimbursement resolution have been satisfied.

CONSEQUENCE OF NEGATIVE ACTION:

Without the reimbursement resolution, BRIDGE Housing Corporation will not be able to commence with the process of applying to the California Debt Limit Allocation Committee for multifamily housing revenue bond authority through the County, which would severely delay the development of the project.

CHILDREN'S IMPACT STATEMENT:

The recommendation supports one or more of the following children's outcomes:

- (1) Children Ready for and Succeeding in School;
- (2) Children and Youth Healthy and Preparing for Productive Adulthood;
- (3) Families that are Economically Self Sufficient;
- (4) Families that are Safe, Stable and Nurturing; and
- (5) Communities that are Safe and Provide a High Quality of Life for Children and Families.

AGENDA ATTACHMENTS

Resolution 2023/519

MINUTES ATTACHMENTS

Signed Resolution No. 2023/519

Grand Jury

Contra  
Costa  
County

725 Court Street  
P.O. Box 431  
Martinez, CA 94553-0091



May 5, 2023

Monica Nino  
Contra Costa County  
1025 Escobar Street  
Martinez, CA 94553

Dear Monica Nino:

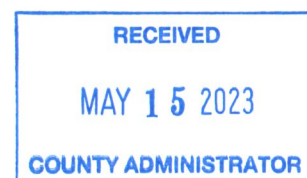
Attached is a copy of Grand Jury Report No. 2302, "The Long Wait for Agricultural Contract Approval in Contra Costa County" prepared by the 2022-2023 Contra Costa County Civil Grand Jury

Sincerely,

A handwritten signature in blue ink, appearing to read "C Roberts", is written over a horizontal line.

Cynthia Roberts, Foreperson  
2022-2023 Contra Costa County Civil Grand Jury

Enclosure



**Contra Costa County  
Department of Conservation &  
Development (DCD)**

**The Long Wait for Agricultural  
Contract Approval in Contra Costa  
County**



2022–2023  
Contra Costa County  
Civil Grand Jury  
Report #2302  
May 4, 2023

A REPORT BY  
THE 2022–2023 CONTRA COSTA COUNTY CIVIL GRAND JURY  
725 Court Street  
Martinez, California 94553

Report 2302

## Contra Costa County Department of Conservation & Development (DCD)

### The Long Wait for Agricultural Contract Approval in Contra Costa County

APPROVED BY THE GRAND JURY

Date 5-1-2023



CYNTHIA ROBERTS  
GRAND JURY FOREPERSON

ACCEPTED FOR FILING

Date 4/28/23



HON. JILL C. FANNIN  
JUDGE OF THE SUPERIOR COURT

Contact: Cynthia Roberts  
Foreperson  
(925) 608-2621

Contra Costa County Grand Jury Report 2302

# **Contra Costa County Department of Conservation & Development (DCD)**

## **The Long Wait for Agricultural Contract Approval in Contra Costa County**

**To: Contra Costa County Board of Supervisors**

Table of Contents

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    *FINDINGS:* ..... 9  
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## SUMMARY

Cities within Contra Costa County typically have their own planning and/or building departments. These departments are responsible for accepting, evaluating, and approving several types of planning and building permits within the incorporated areas of their city. These permits can be for different scales of projects, such as the replacement of residential windows, a new roof, the addition of a swimming pool, or adding solar panels.

Building and planning departments also evaluate and approve larger projects such as new subdivisions, affordable housing, or a new office building.

In unincorporated Contra Costa County, the department that accepts, evaluates, and approves planning and building permit applications is the Department of Conservation and Development (DCD). In addition to unincorporated areas, the DCD provides building and planning services, under contract, to the cities of Clayton, Hercules, Lafayette, Moraga, and Orinda.

One of the specialized functions that the DCD performs under its planning umbrella is the recommendation to the board of supervisors for the approval of agricultural contracts. Agricultural contracts, often called Williamson Act Contracts, are agreements between the county and the landowner for the purpose of restricting specific parcels of land for agricultural or related open space use. This use can include growing certain crops, grazing of farm animals, or providing open space.

In return, landowners can receive a substantial reduction (often 20% to 75%) on their property tax assessment compared to full market value. The California Legislature passed the Williamson Act in 1965 to preserve agricultural and open space lands by discouraging premature and unnecessary conversion of open space to urban use.

As a result of this grand jury investigation, we found that the DCD process to review and recommend the approval of agricultural contract applications is lengthy compared to another county. This causes delays and the overpayment of property taxes by the applicants while awaiting contract approval. The grand jury also found that communication between the DCD and the applicant, which we reviewed, is inconsistent, and when it does occur, is often overly optimistic and inaccurate regarding the status of the application.

The grand jury recommends that the DCD consider revising their agricultural contract review and approval process, which currently takes several years, to a process similar to that employed by another county that approves their agricultural contract applications within a few months.



## METHODOLOGY

The grand jury received a written complaint from a landowner whose family owns a land parcel in an unincorporated area of the county. The complainant stated that they had applied for an agricultural contract in late 2021, paid the required \$2,000 application fee, and had received no confirmation of approval from the DCD as of August 2022. The application is still pending as of April 2023.

During the inquiry into the complaint, grand jury investigators interviewed a second landowner whose family also owns several parcels in an unincorporated area of the county. This landowner had applied for an agricultural contract involving adjacent parcels. The application was filed in late 2019 at which time fees totaling \$2,000 were paid. This applicant has not received approval as of this writing in April 2023.

The grand jury also interviewed several individuals who possessed knowledge specific to our investigation. Our goal was to establish a timeline starting at the date of application, continuing through the major milestones of the application process, and culminating in the county Board of Supervisors' approval of the contract. We also analyzed the agricultural contract processes of another northern California county in order to gain a comparative perspective from their agricultural contract approval process. Our investigators obtained information from public websites, such as the DCD's ePermit portal, which is supposed to provide status on individual building and planning permits as well as generate summary reports. We accessed the county mapping website (CCMAP) to obtain information on land parcels. We accessed the county treasurer and tax collector's website to obtain property tax assessment information. We also obtained historical information from the California Department of Conservation's website regarding the Williamson Act.

We issued a Request for Information (RFI) to the DCD and two cities in Contra Costa that have their own planning and building departments. One was a large city by area and population (City A), and one was a medium sized city by area and population (City B).

Our RFI covered the years 2018 through 2022 and requested data on the following topics:

- What is the volume of planning and building applications?
- What are the staffing levels of the department?
- What are the average intervals for common building permit applications?
- Are estimates of intervals published?
- Can applicants obtain the status of their application online?
- Can applications be submitted electronically?
- What are the major causes of delay in processing applications?
- Are there written policies establishing response times to applicant's questions?
- Are employee workloads monitored and resources redirected?
- Are there methods for an applicant to contact management to raise concerns?

We compared the agricultural contract process of a similar sized county to the process in place at DCD. Our intent was to compare the overall building and planning processes within the county

**Contra Costa County Department of Conservation & Development (DCD)  
The Long Wait for Agricultural Contract Approval in Contra Costa County**

and, more specifically, the agricultural contract process in our county compared to another county.



## **BACKGROUND**

Our investigation revealed that the county DCD has a substantial workload. Processing, on average, 1,250 planning permits annually (which include agricultural contracts) and 13,700 building permits annually. As a comparison, the workload of our other two cities participating in the RFI is shown below.

**Table 1 – Planning Department Overall Workload**

	<b>CCC DCD</b>	<b>City A (Large)</b>	<b>City B (Medium)</b>
Planning Permit Annual Average	1,250	225	90
Building Permit Annual Average	13,700	5,300	750

In both Contra Costa, and the other county we compared, we found that agricultural contracts are not a significant part of their overall workload. The table below shows the average number of agricultural contracts applied for in each county.

**Table 2 – Agricultural Contracts**

	<b>DCD</b>	<b>Another Northern California County</b>
Average Number of Agricultural Contracts Applied for Per Year	4	20–25

Although agricultural contracts are a small portion of planning permits, averaging 3 or 4 contracts per year in Contra Costa, delayed processing can cost the applicant thousands of dollars in excess property taxes while waiting for contract approval and the reassessment of their property tax to a lower rate.

Agricultural contracts do involve more layers of review than adding solar panels, remodeling a kitchen, or installing an emergency generator. The guidelines for agricultural contracts were established in 1965 by the State of California under the Williamson Act. The California Department of Conservation governs the Williamson Act program at the state level, but the program is administered locally, through a combined effort of the DCD, county counsel, the county assessor, and the county recorder, and may require involvement by the planning commission, public works the Local Agency Formation Commission (LAFCO) and adjacent cities, with final approval by the county board of supervisors as recommended by the DCD.

Our objective for this investigation began as the singular task of determining why our complainant's application for a new agricultural contract had not been approved after nearly one year. During our interviews, we discovered that not only was our original complainant's application still pending, but eight additional contracts were pending approval as well.

**Contra Costa County Department of Conservation & Development (DCD)  
The Long Wait for Agricultural Contract Approval in Contra Costa County**

We wanted not only to determine the root cause of the delays but determine if there were any contributing factors such as department training or staffing issues. Just as importantly, we also wanted to determine if the applicant could learn the status of their application and had an avenue to communicate with the DCD.



## DISCUSSION

The Grand Jury reviewed the period from 2018 through 2022. During this time, the DCD received 18 agricultural contract applications. Of the 18 applications, seven were received in 2018. Of those received in 2018, two were incomplete from the applicant, 4 were approved, and one is still pending as of April 2023 (Table 3). Of the four that were approved in 2018, the average time from application date to approval was 105 days, just over three months (Table 4).

As of the writing of this report, in April 2023, there have been no applications approved since December 2018. There are currently 14 open applications, some of which are over five years old.

**Table 3 – Williamson Act (Agricultural Contract) Applications 2018–2022**

App. Number	Submitted	Approved	Current Status (as of April 2023)
AP18-0001	1/31/2018	-	Incomplete – Pending correction by applicant.
AP18-0002	1/31/2018	-	Incomplete – Pending correction by applicant.
AP18-0003	2/9/2018	8/7/2018	Approved by the board of supervisors.
AP18-0004	4/10/2018	8/22/2018	Approved by the board of supervisors.
AP18-0005	5/30/2018	9/12/2018	Approved by the board of supervisors.
AP18-0006	10/25/2018	-	Advanced by the planning commission in Feb. 2023.
AP18-0007	12/12/2018	12/17/2018	Approved by the board of supervisors.
AP19-0001	9/18/2019	-	Need new title report post-subdivision. Contract can't be completed without.
AP19-0002	9/18/2019	-	
AP19-0003	9/18/2019	-	
AP19-0004	9/18/2019	-	
AP19-0005	10/7/2019	-	Advanced by the planning commission in February 2023.
AP21-0001	2/16/2021	-	Draft contract accepted by applicant. Staff report for county counsel for review is next.
AP21-0002	2/16/2021	-	Need new title reports when subdivision is recorded (MS21-0015). Contract can't be completed without.
AP21-0003	2/16/2021	-	
AP21-0004	11/9/2021	-	Draft contract accepted by applicant. Staff report for county counsel review is next.
AP22-0001	5/10/2022	-	Need to draft contract.
AP22-0002	7/19/2022	-	Need to draft contract.

In contrast, our comparison county processes 20 to 25 agricultural contracts per year and uses a streamlined contract process to reduce the interval each county entity (e.g., community development, county recorder, tax assessor, board of supervisors, etc.) takes to review, advance, and approve the contract.

**Contra Costa County Department of Conservation & Development (DCD)  
The Long Wait for Agricultural Contract Approval in Contra Costa County**

**Table 4 – Agricultural Contracts Processed**

	DCD	Nearby Northern California County
Average Agricultural Contracts Applied for Each Year	4	20–25
Average Application Interval from Application Date to Approval	Pre 2019: 108 Days  Post 2019: No contracts have been approved since December 2018.  As of April 2023, the oldest contract has been in process for over 4 years and 6 months and counting.  As of April 2023, the newest contract has been in process for over 9 months and counting.	90 Days
Pending Contracts as of 4/1/23	14	0

Our interviews and RFI were focused on if the intervals associated with agricultural contracts in Contra Costa were comparable to another county. We have concluded that our county’s intervals are long in comparison.

We wanted to determine if processes are in place for DCD management to monitor employee workloads, application volume, and other factors, and whether corrective action is taken, if necessary, to keep intervals to an acceptable length. Although DCD indicated they have these processes in place, they were not applied consistently to agricultural contracts, resulting in lengthy intervals since 2018.

Our RFI also sought to verify that customers have a means of determining the status of their applications, either through an online portal or by verbal or electronic communication with department personnel. Regarding agricultural contracts, we concluded that the online system that DCD uses to provide application status (ePermit) contained inaccurate statements regarding the current status of the application and the planners estimate as to when the next step in the process would be completed. We also found evidence that emails and telephone calls to the department often went unanswered. On the occasions when the applicant’s inquiries were responded to, the response was often an inaccurate or overly optimistic assessment of the progress of the application.

Even though DCD management indicated they had customer service procedures in place, such as the monitoring of the planner’s workload, a backup planner assigned, and a goal of a 24 hour response time to applicant inquiries, these procedures were not consistently followed in the case of our complainants.



**Contra Costa County Department of Conservation & Development (DCD)  
The Long Wait for Agricultural Contract Approval in Contra Costa County**

Based on our investigation, and data provided by DCD, there is not a systemic approval delay problem that extends beyond agricultural contracts. We therefore conclude that the excessive interval on agricultural contracts is an isolated problem within the DCD and can and should be corrected by implementing a streamlined process that is effective in another county.



## Findings and Recommendations

### *Findings:*

- F1. There is no formal procedure for the evaluation and approval of agricultural contracts in Contra Costa County by the DCD.
- F2. The current process to review and approve an agricultural contract takes over three years.
- F3. An agricultural contract has not been approved since 2018.
- F4. Delays in approving agricultural contracts require applicants to continue to pay higher property tax payments while awaiting approval.
- F5. The DCD ePermit online tool provides an overly broad status on agricultural contracts. As of April 2023, the status of all agricultural contract applications is “hearing prep”. This could indicate the application is under an environmental quality review or being prepared for the board of supervisors for approval.
- F6. Our interviews found that one planner is trained to work on agricultural contracts and is often compelled to spend a majority of their time on other tasks such as the general plan.
- F7. Inquiries for status via email and voicemail by agricultural contract applicants to the DCD are often not responded to.
- F8. When applicant email inquiries are responded to, they often provide a progress status that fails to materialize and/or is overly optimistic.

### *Recommendations:*

- R1. The grand jury recommends that the DCD establish a written and publicized process for agricultural contracts, similar to what our comparison county has implemented, by October 1, 2023.
- R2. We recommend that the DCD establish a well-publicized deadline for all agricultural contract applications (e.g., October 1), process all agricultural contracts together and preschedule a standing item on the planning commission’s agenda (if required) and the board of supervisor’s agenda in late November or early December, with contract approval on or before December 31 of the same year, striving to approve agricultural contracts within 90 days.
- R3. We recommend that the DCD include an in-person or video teleconference meeting with the applicant to clearly define the required paperwork and the deadline for application submittal.
- R4. We recommend that the DCD agricultural contract process be agreed upon and shared with all involved entities, such as county counsel, the planning commission, public works, adjacent cities, LAFCO, and the assessor's office, to gain agreement on the process by all involved entities. Recommended date of agreement is October 1, 2023.
- R5. We recommend that the DCD update the ePermit status for agricultural contracts, within 48 hours of a status change, as the application progresses through the involved entities.

**Contra Costa County Department of Conservation & Development (DCD)  
The Long Wait for Agricultural Contract Approval in Contra Costa County**

- R6. We recommend that the DCD train additional planners to process agricultural contracts in order to eliminate the current backlog by October 1, 2023 and meet the 90 day agricultural contract approval interval target for future applications.
- R7. We recommend that the DCD review and adhere to their stated goal that calls and emails from applicants be returned within two business days.
- R8. We recommend that the DCD implement an escalation process for agricultural contracts so that the applicant can request management intervention if key milestones and deadlines are in jeopardy of being missed.
- R9. The grand jury recommends that DCD management establish procedures to monitor the progress of agricultural contract applications to ensure progress deadlines are met by each involved entity.

## REQUIRED RESPONSES

As required by California Penal Code section 933(b) et seq. and California Penal Code § 933.05, the Contra Costa County 2022–2023 Civil Grand Jury requires responses from the following governing bodies:

Responding Agency	Findings	Recommendations
Contra Costa County Board of Supervisors	F1–F8	R1–R9

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to [ctadmin@contracosta.courts.ca.gov](mailto:ctadmin@contracosta.courts.ca.gov) and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson  
725 Court Street  
**P.O. Box 431**  
Martinez, CA 94553-0043



## INVITED RESPONSES

The Grand Jury invites the following individual(s) to respond:

Responding Agency	Findings	Recommendations
Director of the Department of Conservation and Development – Mr. John Kopchik	F1–F8	R1–R9

These responses, if made, should be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to [ctadmin@contracosta.courts.ca.gov](mailto:ctadmin@contracosta.courts.ca.gov) and a hard (paper) copy should be sent to:

Civil Grand Jury – Foreperson  
725 Court Street  
**P.O. Box 431**  
Martinez, CA 94553-0043

**Contra Costa County Response to Civil Grand Jury Report No. 2302,  
entitled “The Long Wait for Agricultural Contract Approval in Contra Costa County”**

**Findings**

1. There is no formal procedure for the evaluation and approval of agricultural contracts in Contra Costa County by the DCD (County Department of Conservation and Development).

**Response:** *The respondent partially disagrees with the finding. While no detailed processing guidelines for Williamson Act contracts have been formally established by the County, the County’s Williamson Act program approved by the Board of Supervisors includes specific application and screening criteria as well as zoning and land use requirements. Moreover, approval of agricultural preserves and Williamson Act contracts is governed by specific provisions of State law.*

2. The current process to review and approve an agricultural contract takes over three years.

**Response:** *The respondent partially disagrees with the finding. While some recent applications have taken this long due to limitations on staff resources and/or the time required for applicants to respond with necessary information or complete associated planning processes, such as subdivisions, the process can be completed in less time.*

3. An agricultural contract has not been approved since 2018.

**Response:** *The respondent agrees with the finding. As discussed more fully in the Comments section, DCD has received 14 applications for Williamson Act contracts since 2018. Of those 14 applications, eight continue to be incomplete applications either due to lack of applicant response or awaiting applicant completion of other entitlement processes such as recording of a final map, and the remaining six are in various stages of processing.*

4. Delays in approving agricultural contracts require applicants to continue to pay higher property tax payments while awaiting approval.

**Response:** *The respondent partially disagrees with the finding. Participation in the Williamson Act program is voluntary for applicants and the County. A property tax reduction is not automatic under the program, and is not effective for a property until a Williamson Act contract is approved. An applicant for a Williamson Act contract continues to pay their then-applicable property tax rate, not a higher property tax rate, until such time as the County elects to approve the contract.*

5. The DCD ePermit online tool provides an overly broad status on agricultural contracts. As of April 2023, the status of all agricultural contract applications is “hearing prep”. This could indicate the application is under an environmental quality review or being prepared for the board of supervisors for approval.

***Response:*** *The respondent partially disagrees with the finding. The online tool performs its intended function, which is to provide general status information on the approximately 15,000 permits issued by DCD each year. However, to be most effective, the tool requires prompt and consistent data entry, and respondent acknowledges a need for improvement in that area. The statuses of all Williamson Act applications have been updated.*

6. Our interviews found that one planner is trained to work on agricultural contracts and is often compelled to spend a majority of their time on other tasks such as the general plan.

***Response:*** *The respondent agrees with the finding. DCD staff receives and processes a large number and wide variety of permit applications each year. On average, Williamson Act contracts represent only about 3 out of 15,000 permits processed annually. Consequently, until recently, only one planner was assigned to this sporadic and specialized area of work, and that planner was assigned to work on other important tasks as well.*

7. Inquiries for status via email and voicemail by agricultural contract applicants to the DCD are often not responded to.

***Response:*** *The respondent partially disagrees with the finding. Respondent acknowledges instances of staff not responding to inquiries in a timely manner, but it is not typical.*

8. When applicant email inquiries are responded to, they often provide a progress status that fails to materialize and/or is overly optimistic.

***Response:*** *The respondent partially disagrees with the finding. Upon request for a time estimate, planners endeavor to provide accurate estimates given the present circumstances. Respondent acknowledges estimates were sometimes provided that, in hindsight, were optimistic. However, there are aspects of every project that are beyond an individual planner’s direct control or influence, and these can have a profound impact on project timelines. DCD will continue its efforts to provide each applicant with timely and accurate information and will continue to work to improve its customer service.*

## Recommendations

1. The grand jury recommends that the DCD establish a written and publicized process for agricultural contracts, similar to what our comparison county has implemented, by October 1, 2023.

**Response:** *The recommendation will be implemented by October 31, 2023.*

2. We recommend that the DCD establish a well-publicized deadline for all agricultural contract applications (e.g., October 1), process all agricultural contracts together and preschedule a standing item on the planning commission's agenda (if required) and the board of supervisor's agenda in late November or early December, with contract approval on or before December 31 of the same year, striving to approve agricultural contracts within 90 days.

**Response:** *The recommendation will not be implemented because it is not reasonable or warranted. Few, if any, Williamson Act contract applications processed by DCD could be processed within 90 days of submittal. Many applications are associated with other planning entitlements, such as subdivisions or rezonings, that significantly impact processing times. However, DCD will continue to discuss the recommended approach with other jurisdictions and assess whether it is feasible to identify and process certain Williamson Act contract applications (e.g., not reliant on other planning entitlements) through an accelerated streamlined process.*

3. We recommend that the DCD include an in-person or video teleconference meeting with the applicant to clearly define the required paperwork and the deadline for application submittal.

**Response:** *The recommendation will be implemented by October 31, 2023.*

4. We recommend that the DCD agricultural contract process be agreed upon and shared with all involved entities, such as county counsel, the planning commission, public works, adjacent cities, LAFCO, and the assessor's office, to gain agreement on the process by all involved entities. Recommended date of agreement is October 1, 2023.

**Response:** *The recommendation will be implemented by October 31, 2023 with respect to coordination amongst involved County departments. State law requires the County to notify LAFCO and adjacent cities prior to establishing or modifying an agricultural preserve, but these entities have no approval authority over Williamson Act contracts. DCD will continue to comply with State law as it relates to these outside agencies.*

5. We recommend that the DCD update the ePermit status for agricultural contracts, within 48 hours of a status change, as the application progresses through the involved entities.



**Response:** *The recommendation will be implemented by October 31, 2023.*

6. We recommend that the DCD train additional planners to process agricultural contracts in order to eliminate the current backlog by October 1, 2023 and meet the 90 day agricultural contract approval interval target for future applications.

**Response:** *The recommendation to train additional planners has been implemented. See the County's response to Recommendation No. 2 pertaining to the recommended approval interval target.*

7. We recommend that the DCD review and adhere to their stated goal that calls and emails from applicants be returned within two business days.

**Response:** *The recommendation has been implemented.*

8. We recommend that the DCD implement an escalation process for agricultural contracts so that the applicant can request management intervention if key milestones and deadlines are in jeopardy of being missed.

**Response:** *The recommendation has been implemented. DCD has had and will maintain the ability for applicants to escalate concerns to management.*

9. The grand jury recommends that DCD management establish procedures to monitor the progress of agricultural contract applications to ensure progress deadlines are met by each involved entity.

**Response:** *The recommendation to establish more detailed procedures to monitor progress will be implemented by October 31, 2023 for those portions of the process over which DCD has control.*

#### **Comments:**

*The California Land Conservation Act of 1965 (also known as the Williamson Act) provides for the establishment of agricultural preserves and enables local governments and property owners to enter into voluntary land conservation contracts (also known as Williamson Act contracts), whereby a property owner agrees to restrict the use of its property in return for a reduction in property taxes. In 2011, the State eliminated Williamson Act subvention funding, which included annual appropriations from the State General Fund to local governments to partially offset the property tax loss to local governments from entering into Williamson Act contracts. As a result, some local governments have suspended or terminated their Williamson Act programs. Despite the loss of State funding, the County has continued to promote the County's Williams Act program and process land conservation contracts.*

*DCD has received 14 applications for Williamson Act contracts since 2018. Of those 14 applications, eight continue to be incomplete applications either due to lack of applicant response or awaiting applicant completion of other entitlement processes such as recording of a final map, and the remaining six are in various stages of processing.*

*Review of DCD's processing of the 14 applications has led to several observations. First, that there were opportunities to process some of these applications on a faster timeline. While the pandemic also affected the processing times of these and other applications processed by DCD, the allocation of additional resources could have accelerated the processing of some of these Williamson Act contract applications. Second, that the processing of Williamson Act contract applications often depends upon the completion of other, separate entitlement processes. As one example, six of the 14 pending applications pertain to future parcels in not-yet-finalized subdivisions. A Williamson Act contract cannot be approved until the final subdivision map is approved and recorded to create the parcel that will be subject to the contract. The timeline for recording a final subdivision map is generally governed by the applicant's satisfaction of numerous conditions of approval. Applicants have sometimes taken many years to record a final subdivision map after the approval is initially granted. When a Williamson Act contract application is linked to such a process, the processing of the application is often delayed. Third, applicant responsiveness is a factor and is not controlled by DCD.*

*DCD appreciates the attention the Grand Jury has brought to these Williamson Act contract applications. It has resulted in DCD placing more focused attention on processing these and future Williamson Act contract applications. The allocation of additional resources and the development and implementation of formal processing guidelines have been or will be implemented in these efforts.*



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: August 8, 2023

**Subject:** PROPOSED RESPONSE TO GRAND JURY REPORT NO. 2302, REGARDING THE COUNTY'S AGRICULTURAL CONTRACT APPROVAL PROCESS

---

**RECOMMENDATION(S):**

ADOPT report prepared by the Conservation and Development Department as the Board of Supervisors' response to Contra Costa Civil Grand Jury Report No. 2302, entitled "The Long Wait for Agricultural Contract Approval in Contra Costa County", and DIRECT the Clerk of the Board to transmit the Board's response to the Superior Court no later than August 13, 2023.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The 2022/23 Civil Grand Jury filed the above-referenced report, attached, which was received by the Board of Supervisors on May 15, 2023 and subsequently referred to the County Administrator and the Conservation and Development Director, who prepared the attached response that clearly specifies:

1. Whether the finding or recommendation is accepted or will be implemented;
2. If a recommendation is accepted, a statement as to who will be responsible for implementation and a definite target date;
3. A delineation of the constraints if a recommendation is accepted but cannot be implemented within a six-month period; and
4. The reason for not accepting or adopting a finding or recommendation.

The report, Civil Grand Jury Report No. 2302, "The Long Wait for Agricultural Contract Approval in Contra Costa County" (Report), was addressed to the County Board of Supervisors. The subject of the Report is the amount of time it takes to process an agricultural "Williamson Act" contract from receipt to approval. The Report looked at the performance of the County in processing these contracts and the resources dedicated to this activity. The Report concluded with eight findings and nine recommendations.

Attached are the proposed responses to the findings and recommendations. The California Penal Code specifies that the Board of Supervisors must forward its response to the Superior Court no later than August 13, 2023 (90 days from receipt).

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: John Kopchik (925) 655-2780

cc: DCD Director, CAO (Enea)

## ATTACHMENTS

County Response to Civil Grand Jury Report 2302, “The Long Wait for Agricultural Contract Approval in Contra Costa County”

Civil Grand Jury Report 2302, “The Long Wait for Agricultural Contract Approval in Contra Costa County”



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

**Subject:** Clarification of July 18, 2023 Board Agenda Item #C.75 regarding Fire Apparatus (Engine) Acquisition

---

**RECOMMENDATION(S):**

Acting as the governing board of the Contra Costa County Fire Protection District (District), APPROVE clarification of Board action taken on July 18, 2023 (Item, C.75) to change the legal name of PNC Equipment Finance, LLC to PNC Bank, National Association, successor by merger to PNC Equipment Finance, LLC. (No fiscal impact)

**FISCAL IMPACT:**

No fiscal impact

**BACKGROUND:**

On July 18, 2023, the Board of Supervisors, acting as the governing board of the District, approved a recommendation to approve and authorize the Fire Chief, or designee, to execute a new lease schedule under the Master Lease Agreement with PNC Equipment Finance, LLC.

Due to a subsequent merger, the vendor name stated in the Board Order has changed. The clarification requested reflects the change to the vendor's legal name with no impact to the original intent of the District and the professional service needs of the targeted projects as anticipated by the Fire District.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Aaron McAlister, Deputy Fire Chief (925)  
941-3300 x1101

By: Antonia Welty, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If clarification of the July 18, 2023 Board action is not approved, the Fire District will not be able to execute a contract with the vendor and will not be able to proceed with all of the anticipated fire station related projects.



Contra  
Costa  
County

To: Contra Costa County Fire Protection District Board of Directors  
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District  
Date: August 8, 2023

Subject: Clarification of July 18, 2023 Board Agenda Item #C.76 regarding Fire Apparatus (Truck) Acquisition

---

**RECOMMENDATION(S):**

Acting as the governing board of the Contra Costa County Fire Protection District, APPROVE clarification of Board action taken on July 18, 2023 (Item, C.76) to change the legal name of PNC Equipment Finance, LLC to PNC Bank, National Association, successor by merger to PNC Equipment Finance, LLC.

**FISCAL IMPACT:**

No fiscal impact

**BACKGROUND:**

On July 18, 2023, the Board of Supervisor, acting as the governing board of the Contra Costa County Fire Protection District, approved a recommendation to approve and authorize the Fire Chief, or designee, to execute a new lease schedule under the Mster Lease Agreement with PNC Equipment Finance, LLC.

Due to a subsequent merger, the vendor name stated in the Board Order has changed. The clarification requested reflects the change to the vendor's legal name with no impact to the original intent of the Fire District and the professional service needs of the targeted projects as anticipated by the Fire District.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

Contact: Aaron McAlister, Deputy Fire Chief (925)  
941-3300 x1101

By: Antonia Welty, Deputy

cc:



CONSEQUENCE OF NEGATIVE ACTION:

If clarification of the July 18, 2023 Board action is not approved, the Fire District will not be able to execute a contract with the vendor and will not be able to proceed with all of the anticipated fire station related projects.

# The Board of Supervisors

County Administration Building  
1025 Escobar Street, 1<sup>st</sup> Floor  
Martinez, California 94553

John M. Gloia, 1<sup>st</sup> District  
Candace Andersen, 2<sup>nd</sup> District  
Diane Burgis, 3<sup>rd</sup> District  
Ken Carlson, 4<sup>th</sup> District  
Federal D. Glover, 5<sup>th</sup> District

# Contra Costa County



Monica Nino  
Clerk of the Board  
And  
County Administrator  
(925) 655-2000

August 3, 2023

Brad Paul  
Deputy Executive Director  
Association of Bay Area Governments (ABAG) Metropolitan  
Transportation Commission (MTC)

## **RE: Next-Generation Solid-State Battery Technology Innovation Hub--SUPPORT**

Dear Mr. Paul,

As Chair of the Contra Costa County Board of Supervisors, I write to share our support for ABAG's proposal to the U.S. Economic Development Administration's 2023 Regional Technology and Innovation Hub Program for \$400,000 to develop a strategy for establishing a Next-Generation Solid-State Battery Technology Innovation Hub (NSBT-Hub) in the Bay Area.

The Northern Waterfront Economic Development Initiative is a regional cluster-based economic development strategy with a goal of creating 18,000 new jobs in Contra Costa County by 2035. The Initiative leverages existing competitive advantages and assets by focusing on five targeted clusters: advanced manufacturing, advanced transportation technology, biomedical/biotech, agriculture technology and food processing, and clean technology. It was created to revitalize the northern waterfront of Contra Costa County stretching along San Pablo Bay, the Carquinez Strait, and into the Delta. In January 2019, a Strategic Action Plan was approved by the County Board of Supervisors to enhance the economic vitality of the northern waterfront region by creating more good jobs closer to home, reducing congestion and emissions, and making communities more vibrant. The hallmark of the Northern Waterfront Economic Development initiative is a collaboration among the County and seven partner cities.

A global technology hub for research, testing, prototyping, and manufacturing next-generation energy storage solutions, combined with wrap-around services and training programs for our communities, will build on our region's strength to help realize our local economic development goals while also accelerating the pressing need for decarbonizing the global economy.

We firmly believe that finding feasible alternatives to current energy storage technology, which has limitations as described in the proposal, is critical to transportation electrification, electric grid stabilization, reinvestment in underutilized industrial assets and a "just transition" of our regional economy away from the fossil fuel industry. As the State of California adopts policies and goals for reducing pollution and addressing climate change, Contra Costa County is updating its Climate Action Plan, which will provide strategic implementation programs to show how the County will reduce GHG emissions in support of the State's adopted reduction targets for 2030 and 2050, reducing GHG emissions 40 percent below 1990 levels by 2030, with consideration of the State's long-term goal to reduce GHG emissions to 80 percent below 1990 levels by 2050.

Pg 2

Brad Paul

Deputy Executive Director

Association of Bay Area Governments (ABAG) Metropolitan Transportation Commission (MTC)

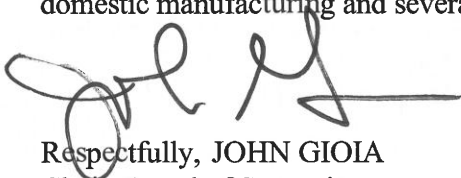
We believe that the proposed NSBT-Hub will help align and consolidate dispersed initiatives in next-generation energy storage technologies, in both the private and academic fields, across the Northern California mega-region into a viable, sustainable, and globally competitive research, development and manufacturing cluster. We see this

as an opportunity to grow middle-wage jobs that provide economic opportunities to workers in our communities without a college degree. We also see the need to support advanced manufacturing operations as a key strategy to grow existing high-tech

industries that are increasingly looking to co-locate research with prototyping and commercialization operations. From a local, regional and national perspective, this is the most viable path to onshoring essential manufacturing and supply chain activities that are critical to our security and climate goals.

The Bay Area economy holds immense potential for global competitiveness in the rapidly evolving next-generation battery and energy storage technologies. The proposed NSBT-Hub in the Bay Area will benefit from a large complex of world-class research and innovation centers, including research universities, community colleges and vocational programs, national research laboratories, venture and growth capital, a vibrant start-up and entrepreneurship community, incubators and accelerators, and innovation headquarters of global corporations. The same innovation ecosystem that propelled the Bay Area's infotech and biotech industries to become globally competitive is ripe to be harnessed by the creation of an innovation ecosystem for energy storage. The NSBT-Hub proposes to combine this culture of innovation with a focused approach to scale innovation by co-locating manufacturing with the scientific capacity for advanced battery and new-generation storage solutions.

We strongly urge EDA to fund this proposal. Contra Costa County is committed to participating in this process to develop a robust strategic plan, which will be based on an assessment of regional capacity, critical partnerships, and policy and implementation barriers. It will prepare the region for the implementation phase of our collective vision to establish a globally competitive next-generation solid-state energy storage technologies that supports domestic manufacturing and several high-priority local and regional economic and climate goals.



Respectfully, JOHN GIOIA

Chair, Board of Supervisors

August 3, 2023

Brad Paul  
Deputy Executive Director  
Association of Bay Area Governments (ABAG)  
Metropolitan Transportation Commission (MTC)

**RE: Next-Generation Solid-State Battery Technology Innovation Hub--SUPPORT**

Dear Mr. Paul,

As Chair of the Contra Costa County Board of Supervisors, I write to share our support for ABAG's proposal to the U.S. Economic Development Administration's 2023 Regional Technology and Innovation Hub Program for \$400,000 to develop a strategy for establishing a Next-Generation Solid-State Battery Technology Innovation Hub (NSBT-Hub) in the Bay Area.

The Northern Waterfront Economic Development Initiative is a regional cluster-based economic development strategy with a goal of creating 18,000 new jobs in Contra Costa County by 2035. The Initiative leverages existing competitive advantages and assets by focusing on five targeted clusters: advanced manufacturing, advanced transportation technology, biomedical/biotech, agriculture technology and food processing, and clean technology. It was created to revitalize the northern waterfront of Contra Costa County stretching along San Pablo Bay, the Carquinez Strait, and into the Delta. In January 2019, a Strategic Action Plan was approved by the County Board of Supervisors to enhance the economic vitality of the northern waterfront region by creating more good jobs closer to home, reducing congestion and emissions, and making communities more vibrant. The hallmark of the Northern Waterfront Economic Development initiative is a collaboration among the County and seven partner cities.

A global technology hub for research, testing, prototyping, and manufacturing next-generation energy storage solutions, combined with wrap-around services and training programs for our communities, will build on our region's strength to help realize our local economic development goals while also accelerating the pressing need for decarbonizing the global economy.

We firmly believe that finding feasible alternatives to current energy storage technology, which has limitations as described in the proposal, is critical to transportation electrification, electric grid stabilization, reinvestment in underutilized industrial assets and a "just transition" of our regional economy away from the fossil fuel industry. As the State of California adopts policies and goals for reducing pollution and addressing climate change, Contra Costa County is updating its Climate Action Plan, which will provide strategic implementation programs to show how the County will reduce GHG emissions in support of the State's adopted reduction targets for 2030 and 2050, reducing GHG emissions 40 percent below 1990 levels by 2030, with consideration of the State's long-term goal to reduce GHG emissions to 80 percent below 1990 levels by 2050.

We believe that the proposed NSBT-Hub will help align and consolidate dispersed initiatives in next-generation energy storage technologies, in both the private and academic fields, across the Northern California mega-region into a viable, sustainable, and globally competitive research, development and manufacturing cluster. We see this as an opportunity to grow middle-wage jobs that provide economic opportunities to workers in our communities without a college degree. We also see the need to support advanced manufacturing operations as a key strategy to grow existing high-tech

industries that are increasingly looking to co-locate research with prototyping and commercialization operations. From a local, regional and national perspective, this is the most viable path to onshoring essential manufacturing and supply chain activities that are critical to our security and climate goals.

The Bay Area economy holds immense potential for global competitiveness in the rapidly evolving next-generation battery and energy storage technologies. The proposed NSBT-Hub in the Bay Area will benefit from a large complex of world-class research and innovation centers, including research universities, community colleges and vocational programs, national research laboratories, venture and growth capital, a vibrant start-up and entrepreneurship community, incubators and accelerators, and innovation headquarters of global corporations. The same innovation ecosystem that propelled the Bay Area's infotech and biotech industries to become globally competitive is ripe to be harnessed by the creation of an innovation ecosystem for energy storage. The NSBT-Hub proposes to combine this culture of innovation with a focused approach to scale innovation by co-locating manufacturing with the scientific capacity for advanced battery and new-generation storage solutions.

We strongly urge EDA to fund this proposal. Contra Costa County is committed to participating in this process to develop a robust strategic plan, which will be based on an assessment of regional capacity, critical partnerships, and policy and implementation barriers. It will prepare the region for the implementation phase of our collective vision to establish a globally competitive next-generation solid-state energy storage technologies that supports domestic manufacturing and several high-priority local and regional economic and climate goals.

Respectfully,

JOHN GIOIA  
Chair, Board of Supervisors



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: August 8, 2023

**Subject:** ABAG Proposal for a Next-Generation Solid-State Battery Technology Innovation Hub

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**RECOMMENDATION(S):**

AUTHORIZE the Chair, Board of Supervisors, to sign letter of support to the Association of Bay Area Governments (ABAG) for ABAG's request for \$400,000 from the U.S. Economic Development Agency to develop a strategy for creating a Next-Generation Solid-State Battery Technology Innovation Hub.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

The Association of Bay Area Governments (ABAG) is currently developing a proposal to the U.S. Economic Development Administration (EDA) to seed a world-leading economic cluster in the Bay Area region that is focused on Next-Generation Solid-State Battery Technologies (NSBT). As a first step in this process, ABAG will apply for a Strategy Development grant from the U.S. Economic Development Administration's (EDA) 2023 Regional Technology and Innovation Hub (Tech Hub) Program of \$400,000. A core team that includes the Lawrence Berkeley National Lab (LBNL) is leading the application development process, and to achieve success, ABAG is committed to working with a range of stakeholders from higher education, state and local government, economic development agencies, and labor and workforce development organizations.

The current proposal would fund developing a Bay Area strategy that would position the region to access implementation funds of up to \$75 million in Phase 2. The proposal envisions a network of facilities and programs that are co-located within an ecosystem that supports research and development, testing and prototyping, manufacturing and commercialization, workforce training, new business development, venture capital financing and community engagement. The goals of this proposed Tech Hub are to:

- Grow middle-wage jobs for workers without a college degree, in communities that have experienced decades of disinvestment and job losses.
- Revitalize the region's industrial lands into job centers, especially in areas that have not benefited from regional prosperity.
- Support clean energy transition, decarbonization and climate resilience initiatives.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Alyson Greenlee, 925-655-2783

cc:

## BACKGROUND: (CONT'D)

The proposal will not only set a pathway to translate scientific advancement of the region's premier research and technology institutions and networks into globally competitive manufacturing centers in the transportation electrification, grid storage, and decarbonization sectors but also set new standards for ensuring equitable and inclusive economic growth and development. At its core, the Tech Hub will include a factory-of-the-future that is co-located with wrap-around training and education services to perform the following six key functions:

- Synthesizer facility for active material preparation and large-scale process development.
- Flexible manufacturing lines with dedicated specialties for key components for advanced solid-state batteries.
- Real-world test beds for materials and components for advanced solid-state batteries.
- Incubator and accelerator programs coalescing access to advanced battery manufacturing infrastructure, techno-economic and life cycle analysis and benchmarking, investment and commercial partnership opportunities, and community networks.
- Academy with programs, curriculum, and space dedicated to developing talent and a workforce for prototyping, manufacturing, and deploying advanced storage technologies.
- Reuse, remanufacturing, second life, and recycling facilities and programs designed to reduce the impact of extraction legacy.

The proposed tech hub will help create the infrastructure and ecosystem necessary to enable rapid **acceleration** of technology scale-up and commercialization, in alignment with the timelines and goals for decarbonization in the United States. Through a feedback loop enabled by the co-location of development, prototyping, and manufacturing, the NSBT-Hub will avoid the linear path from development to commercialization that can span multiple decades, and instead harness the scientific capacity and pipeline to expedite the path to market.

To achieve success, ABAG is committed to working with a range of stakeholders from higher education, state and local government, economic development agencies, and labor and workforce development organizations. The letter would support the ABAG application for developing a Bay Area strategy in which the County would be committing to participate. The process to develop a robust strategic plan will be based on an assessment of regional capacity, critical partnerships, and policy and implementation barriers. It would prepare for the implementation phase of a collective vision to establish globally competitive next-generation solid-state energy storage technologies that support domestic manufacturing and several high-priority local and regional economic and climate goals, including the Northern Waterfront Strategic Action Plan and the County's Climate Action Plan.

## CONSEQUENCE OF NEGATIVE ACTION:

If the recommended action is not approved, the County would not be supporting ABAG's proposal to the U.S. Economic Development Administration to establish a Next-Generation Solid-State Battery Technology Innovation Hub (NSBT-Hub) in the Bay Area. The County would not be committing to participate in the process to prepare the region for the implementation phase of a collective vision to establish a globally competitive next-generation solid-state energy storage technologies that supports domestic manufacturing and several high-priority local and regional economic and climate goals, including the Northern Waterfront Strategic Action Plan and the County's Climate Action Plan.

## AGENDA ATTACHMENTS

Letter of Support for the ABAG proposal for a Next-Generation Solid-State Battery Technology Innovation Hub

## MINUTES ATTACHMENTS

Signed Letter of Support for ABAG



Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Accounts 30+ Years Old

ACCOUNT	BILL YEAR	BILL NUMBER	BALANCE	FIRST NAME	LAST NAME
245157E085	1992	058909	1,914.28	JOHN	C/O
246373E017	1992	059571	6,347.05	NICK	C/O
2437810000	1992	051787	375.17		A M S REALTY
2351470000	1992	047596	4,348.44		A R G INDUSTRIES INC
CF3990AK86	1992	010528	308.21	INGRID	ABBOTT
T04170S781	1992	060896	15,419.17	MAURICE	ABEND
246373E020	1992	060949	9,121.37	MAURICE	ABEND
CF3859BL86	1992	010205	259.48	BRUCE	ABONO
CF5718CJ81	1992	015286	449.44	FRITZ	ABPLANALP
2401900000	1992	049774	365.79		ACE BUILDERS
2291950000	1992	045306	1,071.21		ACUPUNCTURE CENTER OF DANVILLE
9014561000	1992	061579	3,031.45		ADAMS LEASING
2346660002	1992	047408	1,209.89		ADRIAN ARPEL INC
2453200000	1992	052735	272.27		AEGON INS GROUP
CF2147KRE1	1992	057940	230.01	DANIEL	AFFLERBACH
2346480001	1992	047401	231.73		AFFORDABLE ELEGANCE INC
2445910000	1992	052158	370.46		AFGHAN ISLAMIC CENTER
2422650000	1992	050922	1,187.63		AFLMO CORP
T92296M222	1992	059212	1,809.66	HELEN	AGERS
2339470000	1992	047036	1,333.91	ALI	AHMED
2343960000	1992	047300	2,481.12	IMTIAZ	AHMED
N902WSXXE1	1992	055869	223.01		AIRWAVE AVIATION
2373360000	1992	048574	1,071.39	HMOUD	AL-BSHAYYER
2440750000	1992	051938	155.36		ALBANY EL CERRITO PACK & SHIP
T03881S621	1992	056728	7,312.51	ALLEN	ALBERT
242664E098	1992	032553	6,691.08	ALLEN	ALBERT
656-269	1992	027642	4,266.53	BOB	ALEXANDER
2424540000	1992	051008	720.93	EMILIO	ALFONSO
2405220000	1992	049911	177.17		ALICES BOOKKEEPING SERVICE
2332690000	1992	046728	591.02		ALIS MEAT DEPARTMENT
2445960000	1992	052162	1,090.99		ALL FOREIGN IMPORTS
2447400000	1992	052245	155.36		ALL SEASON HOME CENTER
CF1262JG	1992	003679	4,271.31	LES	ALLEN
CF1653KA90	1992	004780	391.60	LESLEY	ALLEN
2444580000	1992	052102	375.19		ALLEN'S APPLIANCE
2312340003	1992	029917	10,830.81		ALLEZ INC
2312340001	1992	029916	8,154.70		ALLEZ INC
7061080000	1992	053782	838.98		ALLIED ENERGY CORP
2198390000	1992	042447	5,996.46		ALLIED ENGINEERS INC
CF2496JL89	1992	006854	188.53	CHARLES	ALRED
2415590000	1992	050455	150.33	AHMED	ALSHLATTI
2240840000	1992	043643	2,117.28		ALTO FIRE PROTECTION INC
2386870000	1992	049196	244.84		ALVINS BIKE SHOP
2410270000	1992	050134	10,778.73	FRANK	ALVISO
229111E005	1992	056378	698.43	ABDO	ALWAREETH
2316500001	1992	046482	2,643.55		AM TECH HEALTH SVCS INC
245157E034	1992	057792	3,044.75	COLEMAN JOHN R & DEBORAH	AMADO THEODORE M
2405010000	1992	049902	391.82		AMBASSADOR REALTY GROUP INC
2201270001	1992	042513	192.59		AMERICAN BUYING & EXPORT INC
2438180000	1992	051808	716.32		AMERICAN GEN CONST CREDIT INC
2095430001	1992	040296	6,584.59		AMERICAN LEAD BURNING CO INC
T03837S461	1992	055335	1,781.53		AMERICAN NATIONAL FINANCIAL
2412750000	1992	050247	451.67		AMERICAN PARATRANSIT
2314400000	1992	046372	6,871.94		AMERICAN REFINING CORP
2063930003	1992	039640	464.88		AMERICAN WEST REALTY & INVEST
2063930001	1992	039639	1,776.01		AMERICAN WEST REALTY INC
CF0319JG	1992	000951	600.08	VAN	AN
2318950000	1992	046576	365.96		ANCHOR INTERMEDIATE ACADEMY
2445730000	1992	052149	716.32		ANCHOR ROOFING
2402400000	1992	049801	599.38		ANDA MANAGEMENT GROUP INC
2285870000	1992	045115	406.24	HOSSEIN	ANDALIBFARD
CF3309HN89	1992	008806	339.03	DAVE	ANDERSON
2253460000	1992	044058	808.00	HERMAN	ANDERSON
CF7972GN	1992	021849	215.14	PHLLIS	ANDERSON
T03421S020	1992	055297	6,975.84	STEPHEN	ANDERSON
CF9399KJ	1992	025952	1,046.84	HARVEY	ANDRES
7086320000	1992	031416	374.32	SANDRA	ANDRES
284-398	1992	027437	1,387.49	CLARENCE	ANDREWS
CF6705JFE1	1992	057330	156.59	DAVID	ANDREWS
2432370000	1992	051523	720.94		ANDROMEDA MODELING AGENCY
CF9989ND	1992	027317	175.50	RICHARD	ANTHONY
2447390000	1992	052244	382.81		ANTIOCH LEARN & PLAY

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Accounts 30+ Years Old

2289880000	1992	045234	150.38		APOLLO INDUSTRIAL GROUP INC
2378650000	1992	048819	2,013.62		APPLIED TECH & INFO SVC
2218170000	1992	043021	161.85	DEBRA	ARBUCKLE
2357290000	1992	047847	146.37		ARDEN OF ASPEN
CF1465HK	1992	004297	237.00	DUANE	ARMITAGE
2432770000	1992	051539	231.75		ART CONNECTIONS
2358170000	1992	047878	262.85		ART'S FLOORING
7074710000	1992	058510	210.92	FELIX	ARTEAGA
2426430000	1992	051118	2,306.14	MOHAMMAD	ASEEL
2252050000	1992	044025	1,605.69	MARI-LOU	ASHLEY
CF6868FS87	1992	018165	236.93		ASPEN INV INC
2373740000	1992	048590	280.48	ALI	ASSAIDI
T03972S041	1992	058149	6,353.10		ASSOCIATS RELOC MGMT CO
2440430000	1992	051925	438.34		ATICO
0059700000	1992	034283	7,024.52		ATLAS PAVING & GRADING INC
CF7950GG	1992	021782	272.74	WILBER	ATTERBURY
2310830000	1992	046198	2,254.05		AUDIO VIDEO ENGINEERING INC
CF0157CZ90	1992	000468	440.69	JOHN	AUGHBAUGH
2248620000	1992	043921	792.61		AUGER RACING ENTERPRISES
2160470002	1992	041535	2,530.25	LORON	AUSTIN
2160470000	1992	041534	1,452.85	LORON	AUSTIN
2429150000	1992	051324	4,244.89		AUTO WERKSTATT LTD INC
2435650000	1992	051677	720.93		AUTO-EURO AUTO DETAILING
0063100000	1992	034355	741.19	GEORGE	AVGERINOS
2425820000	1992	051072	298.68	SHAURY	AVILA
2187460000	1992	042240	1,066.61	EDDIE	AYERS
2320450002	1992	046622	8,513.47		B UNIQUE INVESTMENTS INC
2297140000	1992	029818	1,276.33		B-G MANAGEMENT INC
2441280000	1992	051962	375.38	ROBERT	BACHELOR
CF7714NA	1992	020914	843.01	DAGHIGA	BAHRAMI
CF2318JP	1992	006460	542.23	DON	BAILEY
CF6157CD90	1992	016313	263.93	DONALD	BAILEY
2349960000	1992	047529	1,326.80	RONALD	BAIRD
CF0297JR	1992	000903	705.86	CURTIS	BAKER
2391690000	1992	049387	326.04	JOAN	BAKER
CF7297HV	1992	019402	533.29	KATHY	BAKER
CF2842GV87	1992	007708	193.13	STEPHEN	BAKER
2432530000	1992	051531	285.98	STEPHEN	BAKER
254-71780	1992	027408	776.58	KEVIN	BAKKER
2394070000	1992	049478	298.60		BALLYS INSURANCE SVC
2161740000	1992	041550	10,859.06	THOMAS	BAMMEL
2399930000	1992	049693	298.60	WILLIAM	BANDUCCI
CF9078AD88	1992	025086	311.95	DAVID	BANWELL
T03866S031	1992	056195	676.25		BARBARY COAST NAT'L BANK
CF8663GP88	1992	023840	443.16	FRANK	BARBEAU
2257230000	1992	044135	5,843.10		BARBER BROTHERS
CF5232SBE1	1992	058994	693.88	LAWRENCE	BARELA
CF6713JF	1992	017765	480.69	CARL	BARNETT
T03683S060	1992	055301	4,614.47		BARNETT-RANGE CORPORATION
CF0424AG88	1992	001238	166.15	LINDA	BARRERAS
CF4285GY	1992	011400	179.61	LARRY	BARRON
CF0896KG	1992	002653	883.02	CRAIG	BARTELT
CF9451JW	1992	026062	802.96	RANDY	BARTHEL
CF1074GC86	1992	003150	150.92	BILL	BAUMGARTNER
2377190000	1992	048758	20,089.32		BAY AGGREGATE CO
2379590000	1992	048868	222.13		BAY AREA KITCHEN & BATH CNTR
2453980000	1992	052817	730.14		BAY AREA WHOLESALE
T03335S050	1992	057560	4,276.66		BAYWOOD II INVESTORS
2411820000	1992	050203	13,912.48		BCP CONSTRUCTION INC
240658E000	1992	055562	1,604.87		BEACON FINANCIAL
CF1041AH89	1992	003064	440.63	JOSEPH	BEASON
2403810000	1992	049847	429.37		BECK PRIVATE SECURITY
2453870000	1992	052805	1,425.97		BEELINE GLASS INC
CF3896GH89	1992	010287	272.16	BILL	BELCHER
CF3429FDE1	1992	057087	169.60	DONALD	BELL
2401750000	1992	049768	294.42		BELL HARBOR REALTY
CF8448JU	1992	023216	175.01	CURT	BELLAR
7086420000	1992	031426	166.58	JAMES	BELOR
CF8977JR	1992	024843	1,418.20	DENNIS	BELTRAN
CF3939JX	1992	010398	758.78	GEORGE	BENCE
CF4617JL	1992	012350	152.94	AARON	BENOIT
T04127S311	1992	059479	349.41	BRIAN	BENSON
XX0522	1992	027382	347.84	BILL	BENTLEY

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Accounts 30+ Years Old

2380710000	1992	048928	253.90	BENTLEY ENTERPRISES
CF7125HG	1992	018892	352.13	BENTLEY
CF7366KS	1992	019632	219.74	BERNADO
237565E000	1992	032308	20,690.29	BETHEL ISLAND PROP INC
2298230001	1992	045542	1,452.61	BHATIA
2377910000	1992	048791	7,415.48	BIGBY
CF9088GF	1992	025130	152.74	BIGNALL
2404500000	1992	049879	157.51	BIGORNIA
CF9260FM	1992	025608	378.99	BILES
CF0169NE	1992	000521	887.16	BILES
CF7740AH86	1992	020988	170.48	BIRT
2430940000	1992	051441	177.17	BIZY BEAVER MAINT & SPPLY CORP
2412020000	1992	050211	599.38	BLACKHAWK MORTGAGE
2097690000	1992	040327	1,966.75	BLADES
2351750000	1992	047606	366.41	BLAKE
CF0458GM89	1992	001361	1,550.62	BLANDFORD
2312700000	1992	046311	527.40	BLANKENSHIP
2424620000	1992	051012	4,695.58	BLAZING STAR CORP
CF4451GG81	1992	011875	927.09	BLODGETT
2319920001	1992	046603	1,034.86	BLONDIES BRATS INC
2134030001	1992	041002	2,638.77	BLONDIES ENTERPRISES INC
2385310000	1992	049126	968.01	BOBS STEAM CLEANS
T02329008E	1992	058110	890.42	BOCHUM
T04094S501	1992	059160	2,313.30	BOCHUM
245157E058	1992	058452	20,434.99	BOCHUM
2307360000	1992	046109	591.02	BOES
2116920000	1992	040661	1,066.61	BONDS
CF2485HC92	1992	006829	250.31	BOOKOUT
CF4721KD	1992	012663	153.30	BOONE
CF1729GV85	1992	004998	188.32	BOOSTROM
CF4775GK90	1992	033005	2,475.36	BOOSTROM
2165910000	1992	041630	199.97	BOOSTROM
CF7112JAE1	1992	058805	364.58	BORG
CF9384CW91	1992	025906	192.98	BORJESSON
T03866S821	1992	056211	1,385.44	BORSOFF
T03866S831	1992	056212	7,942.22	BORSOFF
2107700000	1992	040479	3,104.84	BOTTHOF
2259280000	1992	044170	1,057.62	BOTTOM LINE COMPUTER SYS CORP
CF1515CE90	1992	004424	250.06	BOURKE
CF0574JME2	1992	058943	520.09	BOWEN
2390880000	1992	049355	326.04	BOWMAN
CF0757GK	1992	002215	210.75	BOX
0146800001	1992	034603	768.20	BPN ASSOCIATION INC
CF0301ED88	1992	000914	400.46	BRADSHAW
CF6939JW	1992	018377	763.38	BRANDAU
9017650000	1992	061202	2,102.39	BRASIER
T04183S451	1992	060930	2,642.60	BREGANTE
T04047S030	1992	060849	2,069.22	BRENNAN
CF1069KAE1	1992	057916	676.08	BREWER
242664E076	1992	028056	3,903.95	BRISCOE
7086460000	1992	031430	409.75	BRISTOW
2450220000	1992	052455	174.98	BROADHEAD
2046090001	1992	039309	1,241.46	BROADWAY AUTO BODY INC
2429920000	1992	051376	878.26	BRONSON
CF0094CL89	1992	000280	750.14	BROOKS
2409270000	1992	050084	711.59	BROOKSIDE HORSE RANCH
T03886S741	1992	056756	574.88	BROWN
CF6179GK	1992	016367	161.67	BROWN
CF7872GX	1992	021517	873.97	BROWN
CF8535HG92	1992	033373	1,997.86	BROWN
7087960000	1992	031576	232.57	BROWN
2334980000	1992	046812	411.42	BROWNS AUTO GARAGE
CF5721GF91	1992	015294	378.66	BROXSON
243547E000	1992	056496	918.91	BRUNO
CF5795ES92	1992	015435	710.61	BRUNO
CF7919ER	1992	021683	210.85	BRUNSON
CF0848FN92	1992	002514	175.40	BRYANT
T04142S521	1992	060660	4,888.61	BRYANT
CF3621NB	1992	009536	188.51	BUCCELLATO
CF7748JF	1992	021022	484.80	BUCKINGER
2300820001	1992	045633	729.93	BUDDIN
CF3176JS	1992	008434	728.07	BURG
CF9081HN92	1992	025101	188.57	BURKE

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
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2244140001	1992	043777	249.60		BURNS H MANLY OD INC
CF5143GN	1992	013721	1,060.08	MARTIN	BURNSON
2438390000	1992	051823	1,926.57	ROBERT	BURRIS
2396630000	1992	049572	406.25		BURROWS COMPANY
CF9756KR	1992	026806	679.51	GENE	BURRUS
2428770000	1992	051302	9,611.38	LORENZO	BUSTILLOS
CF0588JM	1992	001723	528.72	CHRIS	BUXA
2083480001	1992	040044	244.59		BW GOLF ENTERPRISES INC
2336040000	1992	046836	1,416.71		BX-100 CORP
230299E001	1992	028031	58,650.37	DONALD	BYBEE
2302990001	1992	045802	23,745.36	DONALD	BYBEE
2263260000	1992	044259	498.34		C I S CORPORATION
2221350001	1992	043080	2,315.98		CABRILLO CRANE & RIGGING CORP
2221350000	1992	043079	1,617.11		CABRILLO CRANE & RIGGING CORP
2443930000	1992	052072	163.74		CAIN & CAIN
2149220000	1992	041369	19,744.75		CAL-ASIA DEVELOPMENT
T92014M070	1992	059207	6,648.02		CALICO INCORPORATED
2433970000	1992	051596	254.10		CALIF COMPUTER GRAPHICS
2396380000	1992	049566	825.35		CALIF MERCHANT BUILDERS INC
644-167	1992	027624	1,847.26	PHYLLIS	CALLEGER
2128860000	1992	040926	573.40		CAMPBELL&CAMPBELL UNIFORMS INC
T04164S881	1992	060883	1,689.34	ANNA	CAMPOREALE
CF8028HC	1992	022004	480.55	BERRY	CANEVARO
CF8718GNE2	1992	057486	253.01	RICHARD	CANN
CF9241FSE2	1992	032218	263.30	SIEGLINDE	CANNON
CF5493ASE2	1992	055758	1,182.83	TERRACE	CANTRELL
3001640000	1992	052883	10,333.61		CAREERS OF HILLTOP INC
CF7542JT	1992	020179	511.39	RICHARD	CARGILE
2332130000	1992	046707	3,441.81	TIMOTHY	CARGILE
2401050000	1992	049739	150.58	JOAN	CARLEN
695-504	1992	027680	3,448.45	ROBERT	CARNES
CF0012KX	1992	000045	338.72	ROBERT	CAROLAN
2434940000	1992	051646	716.32		CAROLS CLASSIC CRUISE & TRAVEL
0211200002	1992	034741	46,069.45		CARONE BROS INC
2398580000	1992	049635	1,071.41		CAROUSELS ETC
242664E055	1992	000011	1,834.11	THOMAS	CARPENTER
T03975S131	1992	058162	1,415.48	BERT	CARRAWAY
245157E043	1992	057800	5,885.42	BERT	CARRAWAY
CF1617HN	1992	004671	993.14	JEROME	CARRERA
CF7001KD	1992	018547	321.38	JEROME	CARRERA
CF1347GK93	1992	003932	254.60	DONALD	CARROLL
T03866S341	1992	056198	830.75	WILLIAM	CARROLL
242664E092	1992	032330	547.09	WILLIAM	CARROLL
2151690000	1992	041403	1,066.61	KEN	CARTER
CF9390FW83	1992	025926	1,197.01		CARTERS CALIF INC
0214400001	1992	034748	2,116.91		CARTERS CALIF INC
CF8190BR88	1992	022440	356.60	MIKE	CARVALHO
2306130000	1992	046064	1,645.87	ERNEST	CASH
CF5183GG	1992	013787	197.30	LOUIS	CASTANDA
2394220000	1992	049487	402.14		CASTELLA ROOFING
CF4749GPE1	1992	059399	13,713.73	GEORGE	CASTOLOUPES
XX0485	1992	027365	927.48	DICK	CATE
CF1749FJ	1992	005060	290.34	JIM	CAVALLAS
2196140000	1992	042413	3,531.44	MICHAEL	CAYFORD
2059610001	1992	039555	936.74	IVAULO	CELOVSKI
2101190002	1992	040367	4,690.27		CENTAUR FINANCIAL SERVICES
2385630000	1992	049140	545.69		CENTRAL CREDIT CONSULTANTS
2453090000	1992	052721	2,249.93		CENTURY 21 BROADWAY REALTOR INC
2271320000	1992	044502	1,511.28		CENTURY 21 GREAT AMER HOMES
2295380000	1992	045402	1,151.63		CERTIFIED TELEPHONE SVC INC
CF9196GB90	1992	025432	308.10	CHARLES	CHANDLER
2337700000	1992	046903	3,329.71	DAVID	CHAO
2434360000	1992	051618	155.40		CHARLES AUTO REPAIR
2355620000	1992	047782	1,071.41		CHAS J SCHNEIDER INC
2433530000	1992	051573	415.40		CHATEAU & ESTATE WINE CO
CF8476AG92	1992	033368	290.38	EDWARD	CHATHAM
CF1754JX	1992	005074	515.89	STEVEN	CHI
2224660001	1992	043147	707.39	DIXIE	CHICARILLI
2232840000	1992	043300	798.72		CHILD ASSULT PREVENTN CCC INC
2384760000	1992	049108	545.87		CHIMNEY CRICKETS
2414050000	1992	050314	2,351.42	SONG	CHOE
284-86279	1992	027439	334.53	THOMAS	CHRISMER
T04186S271	1992	061032	3,742.42	CHRISTIAN	CHRISTENSEN

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CF8286NA	1992	022700	573.55	GLEN	CHRISTIANSEN
CF7767KU	1992	021102	219.16	JILL	CHRISTIANSEN
2372970000	1992	048555	2,813.42	DAVE	CHUNG
CF1739GBE1	1992	056988	152.14	JIM	CIEMONS
CF4591GV91	1992	012276	1,130.37		CIRCUIT WORKS INC
CF9771JS	1992	026838	551.30	JON	CLACK
024380E000	1992	058846	2,712.30		CLARBERG INC
T04062S451	1992	059098	2,148.46	ANNA	CLARK
CF0411GR	1992	001204	258.99	GREG	CLARKE
CF0476BD91	1992	001396	219.32	DANIEL	CLARY
2419430000	1992	050764	545.70	JOHN	CLARY
CF6438GB90	1992	017014	170.53		CLASSIC AUTO S1
2334010000	1992	046771	591.02		CLASSIC CLEANERS
CF8869HZ	1992	062441	387.59	DANETTE	CLEMENS
CF1873HR	1992	005338	175.19	RAY	CLER
9019920000	1992	061360	1,074.04	ALBERT	CLIFTON
2391350000	1992	049371	482.76	MAX	CLINE
2273930001	1992	062825	141.87		CMA FINANCIAL SVCS INC
2176280001	1992	041811	7,252.64		CME CONSTRUCTION INC
218436EE00	1992	058642	5,434.21		CMF ENTERPRISES INC
2403590000	1992	049839	182.27		CMS ENTERPRISES
CF2205FL85	1992	006183	962.37	THOMAS	CODY
CF0326KDE1	1992	055680	174.30	ANTHONY	COFFEY
CF5529GYE1	1992	057252	4,224.31	CHARLES	COHEA
CF4643BCE2	1992	057176	248.50	LLOYD	COLE
CF8716KC	1992	024033	157.57	PAUL	COLEMAN
2392920000	1992	049434	411.28		COLONIA AUTO REPAIR
T04215S420	1992	061699	269.73		COMMERCIAL CENTER BANK
2264620000	1992	044301	680.17		COMMERCIAL FLEET SERV INC
2305340000	1992	046019	568.79		COMPLETE FINANCIAL SVC INC
2100740002	1992	040358	16,390.86		COMPOSITE GRAPHIC INC
2404000000	1992	030538	1,072.80		COMPUTER CONTROLLED ACCT SYS
2257650001	1992	044139	716.32		COMPUWORD INC
CF1218HH	1992	003536	1,130.80	JDETTE	CONLEY
CF1978EBE1	1992	061368	717.12	SHAUN	CONLEY
2379010000	1992	048837	944.51	TERRI	CONLEY
2408200001	1992	050039	281.38		CONSUMER INDICES INC
2444710000	1992	052108	716.32		CONTRACTORS ASSISTANCE SVCS
CF1694FZE1	1992	056982	309.96	CHESTER	COOK
603638E300	1992	056840	2,530.44	ELBERT	COOKS
2367560000	1992	048232	1,071.41	SUSANE	COOLEY
2353800001	1992	047723	2,812.79	DAN	COOMBS
CF3954AF85	1992	010430	214.88	GARY	COOPER
CF0469FXE1	1992	057904	160.26	JOEY	COOPER
CF4710NC92	1992	012624	166.16	ROBERT	COOPER
CF1269CM	1992	003695	157.27	STEVE	COOPER
CF7777EYE1	1992	058818	290.11	ROBERT	CORDOVA
2428300000	1992	051262	3,478.03	STEVEN	CORTESE
0287900011	1992	035114	9,247.63		CORY FOOD SERVICES INC
CF6910CJ78	1992	018285	289.82	FRANKLYN	COSGROVE
2351280000	1992	047591	711.59	JAMES	COSTELLO
CF9926CC	1992	027189	237.40	MARVIN	COTTON
CF8453HG	1992	023232	400.55		COWELL RETREAT INC
CF1451GV	1992	004251	183.97	CARL	COX
CF2773JN91	1992	007523	595.55	VICTORIA	COX
CF1333KA	1992	003899	171.02	KIM	CRAGO
CF1336KA	1992	003908	171.02	KIM	CRAGO
0294600004	1992	035132	285.27	WILLIAM	CRAIG
0294600008	1992	035133	166.45	WILLIAM	CRAIG
0294600300	1992	035135	489.32	WILLIAM	CRAIG
0294600301	1992	035136	1,687.97	WILLIAM	CRAIG
0294600010	1992	035134	200.24	WILLIAM	CRAIG
CF8516HW92	1992	023435	157.68	JEFFRY	CRAMER
2436510000	1992	051715	235.62		CRAVENS HUMAN DEVELOPMENT
2065260000	1992	039662	1,170.62	IRA	CRAYTON
CF6327AL87	1992	062433	1,896.00	JESSEM	CRITCHFIELD
CF7613NA	1992	020523	8,323.30	JAMES	CROCKETT
CF5088GU	1992	013599	1,510.95	TAMMY	CROSBY
7086590000	1992	031443	117.72	JERRY	GROVE
530-895	1992	027495	370.06	DENNY	CUMMINS
CF1640JZ	1992	004740	634.92	COLLEEN	CUNDIFF
CF9923CY	1992	027180	431.44	ALBERT	CUNHA
2393990000	1992	049475	298.60		CUSTOM REPAIR

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2176080000	1992	029315	1,484.44		D&D DEELUX INC
CF1264FA	1992	003686	2,939.78		D'IPPOLITO MARY
2291880000	1992	045301	5,210.74		DACINNOAK INC
CF0952CN	1992	032654	2,201.16		DANASCO
0315650000	1992	035182	463.06		DANVILLE CAMERA & SOUND INC
2432130000	1992	051512	509.91		DANVILLE DESIGNS
CF1099KLE2	1992	056931	840.38		DANVILLE MOTORS
2419180000	1992	050743	1,035.33		DANVILLE SAN RAMON ASSOC
CF0579JM	1992	001693	613.27	RICK	DARNELL
CF0784JW	1992	002297	183.85	CHRISTOPHER	DARRIN
2089980001	1992	040172	595.11		DATA LEASING CO
2223430000	1992	043120	716.51		DATATEX INC
CF8745FG92	1992	024131	193.10	DONALD	DAVIS
CF6978JG	1992	018488	418.62	RONALD	DEBELAK
CF7845JXE2	1992	032133	1,891.23	DAVID	DEBOER
2378530000	1992	048816	159.93	JESSE	DELGADO
2356330000	1992	047808	208.95		DELTA PET SUPPLY INC
2390150000	1992	049323	168.94		DELTA SPORTS CARDS & COMICS
2367490000	1992	048230	168.83		DELTA WEST ASSOC
CF3804CZ89	1992	010025	1,077.60	ROOSEVELT	DERWIN
7088820000	1992	054639	250.44	ROOSEVELT	DERWIN
2118720000	1992	040695	5,008.39		DEVIL MOUNTAIN CONST INC
2395800000	1992	049545	882.84		DEVSTAR INC
CF1974JK	1992	005560	538.14	LAURIE	DEWITT
2288200000	1992	045188	6,075.66		DIABLO TANK & EQUIPMENT
CF7423GSE1	1992	058049	422.82	ELOISE	DICK
2245530000	1992	043827	550.93	RUTH	DICKERSON
CF6944JX	1992	018385	183.86	LARRY	DIETZEL
2367680000	1992	048241	922.50		DIGITAL RADIO NETWORKS
2421540000	1992	050862	4,040.88		DIMMITT & DIMMITT INC
2314750000	1992	046392	3,163.52	AMAR	DINGREJA
CF0517JF	1992	001512	210.49		DISCOVERY BAY CANVAS
T03864S531	1992	056122	271.60		DIVIDEND BAYVIEW II JT VENT
2447550000	1992	052255	22,084.06		DIVIDEND-BAY VIEW II JOINT VEN
T03863S131	1992	055983	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S141	1992	055984	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S151	1992	055985	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S161	1992	055986	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S171	1992	055987	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S181	1992	055988	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S191	1992	055989	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S201	1992	055990	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S211	1992	055991	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S221	1992	055992	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S231	1992	055993	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S241	1992	055994	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S251	1992	055995	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S261	1992	055996	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S271	1992	055997	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S281	1992	055998	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S291	1992	055999	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S301	1992	056000	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S311	1992	056001	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S321	1992	056002	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S331	1992	056003	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03859S991	1992	055943	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S341	1992	056004	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S351	1992	056005	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S361	1992	056006	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S371	1992	056007	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S381	1992	056008	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S391	1992	056009	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S401	1992	056010	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S411	1992	056011	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S421	1992	056012	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S431	1992	056013	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S441	1992	056014	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S451	1992	056015	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S461	1992	056016	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S471	1992	056017	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S501	1992	056020	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S511	1992	056021	376.67		DIVIDEND/BAY VIEW II JOINT VEN
T03863S521	1992	056022	376.67		DIVIDEND/BAY VIEW II JOINT VEN

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T03863S531	1992	056023	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S541	1992	056024	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S551	1992	056025	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S561	1992	056026	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S571	1992	056027	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S581	1992	056028	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S591	1992	056029	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S601	1992	056030	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S611	1992	056031	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S621	1992	056032	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S631	1992	056033	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S641	1992	056034	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S651	1992	056035	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S661	1992	056036	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T04114S151	1992	059195	371.81	DIVIDEND/BAY VIEW II JOINT VEN
T03863S681	1992	056037	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S691	1992	056038	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S701	1992	056039	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S711	1992	056040	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S721	1992	056041	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S731	1992	056042	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S741	1992	056043	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S751	1992	056044	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S761	1992	056045	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S771	1992	056046	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S781	1992	056047	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03856S081	1992	055898	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03863S791	1992	056048	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S801	1992	056049	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S811	1992	056050	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S821	1992	056051	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S831	1992	056052	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S841	1992	056053	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S851	1992	056054	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S861	1992	056055	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S871	1992	056056	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S881	1992	056057	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S891	1992	056058	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S901	1992	056059	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S911	1992	056060	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S921	1992	056061	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S931	1992	056062	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S941	1992	056063	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S951	1992	056064	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S961	1992	056065	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S971	1992	056066	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S981	1992	056067	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03863S991	1992	056068	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03864S001	1992	056069	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03864S011	1992	056070	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03864S021	1992	056071	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03864S031	1992	056072	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03860S001	1992	055944	376.67	DIVIDEND/BAY VIEW II JOINT VEN
T03860S011	1992	055945	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S041	1992	056073	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S051	1992	056074	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S061	1992	056075	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S071	1992	056076	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S081	1992	056077	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S091	1992	056078	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S101	1992	056079	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S111	1992	056080	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S121	1992	056081	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S131	1992	056082	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S141	1992	056083	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S151	1992	056084	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S161	1992	056085	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S171	1992	056086	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S181	1992	056087	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S191	1992	056088	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S201	1992	056089	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S211	1992	056090	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S221	1992	056091	271.60	DIVIDEND/BAY VIEW II JOINT VEN





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T03864S921	1992	056161	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S931	1992	056162	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S941	1992	056163	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S951	1992	056164	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S961	1992	056165	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S971	1992	056166	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S981	1992	056167	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03864S991	1992	056168	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S001	1992	056169	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S011	1992	056170	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S021	1992	056171	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S031	1992	056172	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S041	1992	056173	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S051	1992	056174	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S061	1992	056175	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S071	1992	056176	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S081	1992	056177	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S091	1992	056178	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S101	1992	056179	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S111	1992	056180	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S121	1992	056181	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03865S131	1992	056182	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03860S071	1992	055951	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03860S081	1992	055952	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03860S091	1992	055953	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03860S101	1992	055954	271.60	DIVIDEND/BAY VIEW II JOINT VEN
T03863S481	1992	056018	376.67	DIVIDEND/BAY VIEW II JR VENT
T03863S491	1992	056019	376.67	DIVIDEND/BAY VIEW II JT VENT
T03856S071	1992	055897	271.60	DIVIDEND/BAYVIEW II JOINT VEN
T03864S511	1992	056120	271.60	DIVIDEND/BAYVIEW II JOINT VEN
0360100002	1992	035302	511.44	DLY INCORPORATED
2365890000	1992	048165	909.24	PAUL DODSON
2250140000	1992	029567	679.28	DON DONALDSON
2296560000	1992	045451	405.43	GENE DONALDSON
CF0081GS91	1992	000242	166.57	M DORN
7081700000	1992	031338	206.42	KEN DOUGLAS
T04180S841	1992	060923	8,474.80	EVELYN DRAKE
246373E013	1992	059343	7,682.05	EVELYN DRAKE
2437920000	1992	051795	298.52	DREAM HOME ROOF CARE
CF3391EN	1992	008996	507.06	CHAD DREESLER
CF8252FX	1992	022596	192.75	DONALD DREYER
T03879S931	1992	056716	7,431.16	EARL DRIGGS
7067780000	1992	053975	277.25	HUBERT DRIVER
CF2829JZ	1992	007675	193.04	DARRIN DUARTE
T03866S641	1992	056205	931.86	GEORGE DUFFIN
T03866S661	1992	056206	931.86	GEROGE DUGGIN
CF0098FW86	1992	000296	197.25	DUNBAR MARY ELLEN
CF4048JE	1992	010678	374.42	BILL DUNHOUR
CF7591JC92	1992	020426	320.92	KYLE DUNWOODY
CF6807CP91	1992	018021	352.42	PAUL DUNZWEILER
0382610003	1992	035354	774.77	CLIFFORD DUTREAUX
CF0363JD	1992	001059	2,838.01	DWG INC
2382800000	1992	049011	411.06	KATHY DWORKIN
9018910000	1992	061282	638.76	BILLY DYE
CF4074JW	1992	010752	723.87	ROGER DYE
0426200004	1992	035544	2,058.86	E BAR Y ENTERPRISES INC
2400270000	1992	049706	298.60	E L BIBB INC
2403880000	1992	049850	5,740.36	EAST COUNTY AUTO CTR
CF6122JB	1992	016230	246.23	MARK ECHOLS
7041490000	1992	053461	334.25	JACK ECKERSLY
2278830000	1992	044866	34,458.52	ECOSERVE INC
CF9977GC	1992	027281	670.41	DOROTHY EDMONDS
2445640000	1992	052148	716.32	EDUCATIONAL CHILDCARE INC
CF6341JN	1992	016780	670.57	DARRYL EDWARDS
2392550000	1992	049424	168.94	EDWARDS REALTY GROUP
2236430001	1992	043455	577.20	STANLEY EGBERT
T04012S561	1992	058222	4,114.14	LYLE EKLUND
2429510000	1992	051352	366.41	ELITE ENTREPRENEURS INC
CF8099FFE1	1992	058065	418.42	RONALD ELLEDGE
CF2143HW	1992	005982	4,673.57	CONSTANCE ELLERBACK
2222480000	1992	043103	783.42	BILLY ELLIOTT
CF1757HF	1992	005082	4,607.60	W ELLIOTT
CF4884KR	1992	013120	184.26	W ELLIOTT

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7009360000	1992	057875	634.95	RON	EMANUELSON
2443270000	1992	030887	193.12		EMGIS INSURANCE SVC INC
5004740000	1992	053087	2,011.09	FOREST	EMMONDS
2177280000	1992	041866	728.06		EMS SYSTEMS INC
T04058S461	1992	059088	367.67	EDMUND	ENDERLE
T04058S471	1992	059089	480.54	EDMUND	ENDERLE
T04185S280	1992	061691	201.89		ENDRES COLLISION TECH INC
2257440001	1992	044137	4,959.10		ENEA SYL LTD
2090890001	1992	040195	792.49		ENERGY SAVING PRODUCTS INC
7082660000	1992	054409	183.88	STANLEY	ENRIGHT
2365960001	1992	048168	3,284.69		ENVIRONMENTAL RESOURCES INC
7062480000	1992	053817	794.48		EPEC INC
2380400001	1992	048914	716.32		ERA PINNACLE PROPERTIES
663-296E1	1992	061387	4,777.57	JOHN	ERICHSEN
CF9764JS	1992	026820	485.11	ERICSON JUDITH L	ERICSON THEADOR W
CF5366HPE1	1992	058012	357.37	ANTHONY	ESQUIVEL
2300140000	1992	045600	2,009.65	KENNETH	ESTES
CF7367CU87	1992	019633	365.33	WALTER	EUSTIS
CF3480BC89	1992	009194	312.63	DONNA	EVANS
513-649	1992	027478	3,298.00	JAMES	EVANS
2384180000	1992	049078	177.16	JOHN	EVANS
CF8966CT	1992	024805	723.83	WILLIAM	EVANS
T04216S550	1992	061702	6,253.88		EVERYTHING A DOLLAR INC
2390710001	1992	049346	3,514.54		EXECU-PAC INC
239710001	1992	049586	599.37		EXECU-PAC INC
2378860001	1992	048828	882.51	ANDREW	EYTH
T04233S470	1992	061714	552.52	F	FABIENNE
CF5859EA91	1992	062430	949.43		FABRICATIONS UNLIMITED
2398280000	1992	049628	3,697.60		FABRICATIONS UNLIMITED
CF0566FX84	1992	001656	232.90	G	FAKOURI
CF0085KXE1	1992	032366	768.03	DAVE	FALTINGS
2207640000	1992	042769	8,012.93		FAMILY HEALTH CNTR INC
0420430000	1992	035510	20,894.30		FAMILY RECREATION CENTER INC
2418480001	1992	050702	237.41		FAN WORLD INC
9018810000	1992	061277	1,429.22	MARY	FANNING
2405390000	1992	049917	168.90		FANTASY HAIR STATION
CF3855JU	1992	010190	3,656.55	KEN	FARRAR
CF7636EJE3	1992	058816	172.81	JAMES	FAVA
T04009S081	1992	058216	772.29		FBS MORTGAGE CORPORATION
T03835S991	1992	055323	876.67	ROSE	FILICE
T03836S001	1992	055324	6,865.60	ROSE	FILICE
CF7067KS	1992	018696	219.10		FIPPS
2334630000	1992	046793	1,151.72		FIPPS & SONS CONST & INT
2374850002	1992	048640	307.84		FIRST CHARTER LEASING INC
CF3626ED	1992	032901	153.22	ESTHEL	FISH
7007340000	1992	031039	404.87	E	FISH
2332980000	1992	046737	806.54	LARRY	FISHER
2413170000	1992	050265	6,347.00		FITTS MARK & THERESA
973-032XE	1992	057891	8,817.87	DANIEL	FLAMMER
2304550000	1992	045915	1,201.44	JAMES	FLORENCE
T03858S481	1992	055927	161.26	JAY	FORD
3015750000	1992	053039	514.32	SIDNEY	FORD
CF4451GV89	1992	011877	241.76	MIKE	FOREMAN
2444420000	1992	030897	206.49		FORGET ME NOTS
CF6576GA83	1992	017435	166.50	DONALD	FORSTER
224456E010	1992	055477	1,136.72		FOTO VU INC
CF6994KS	1992	018536	188.54	GEORGE	FOUCADE
2005290007	1992	038758	27,975.33		FOX & CARSKADON INC
CF3426AH92	1992	009074	152.94	SILVA	FRANK
CF8708GH84	1992	023995	210.40	VALERIE	FREDERICKSON
CF7770JL	1992	021119	542.60	DANIEL	FREEMAN
T04054S361	1992	059073	4,159.60	EDNA	FREITAS
CF4533FDE1	1992	057170	296.65	FRED	FREITAS
2252910000	1992	044045	150.74	EGON	FRIEDRIKSON
CF7939GC83	1992	021749	196.94	ROBERT	FROST
CF7949GC90	1992	021778	272.47	LARRY	FULKERSON
CF4453GG89	1992	062425	183.95	DANIEL	FUNK
2107210000	1992	040464	2,027.42		G & M MFG CO INC
2415020000	1992	050395	10,981.66		G J WILKERS INC
CF8494KC	1992	023372	166.05	MARK	GAGE
2222920000	1992	043110	16,880.07	FRANK	GAGLIARDI
2296990000	1992	045485	206.19	MARK	GALBREATH
2401560000	1992	049760	294.42		GAMCO

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CF3422FME2	1992	031865	422.64	MICHELLE	GARABEBEDIAN
2189150000	1992	042267	599.21	EDWIN	GARCES
CF3706FW84	1992	009744	228.55	VINCENT	GASAWAY
2093510003	1992	040253	524.79		GE CAPITAL DEALER DIST FIN INC
234014E001	1992	059552	3,171.35		GE CAPITAL VEF COMMERCIAL CORP
2410970000	1992	050166	1,071.41		GENERAL REHAB SERVICES INC
T03857S031	1992	055912	531.43	SANDRA	GHILARUCCI
2394100000	1992	049480	1,066.61		GHS TELECOMMUNICATIONS
2412460000	1992	050233	451.67	DANNY	GIBSON
CF3856FP88	1992	010194	462.39	VERLA	GILBERT
T03885S991	1992	056738	235.80		GILL ROBERT G DDS INC
CF7614GM90	1992	020525	392.01	FRANK	GIUSTINIANI
CF7255LD	1992	019294	232.84	FRANK	GIUSTINIANI
CF5231FY	1992	013899	250.58	WILBUR	GLENN
T04190S981	1992	061067	484.91	DEBRA	GODWIN
CF1921JM	1992	005449	1,051.32	DONALD	GOFF
207610E004	1992	055432	2,677.43		
207610E014	1992	055433	479.45		
2440950000	1992	051943	235.62		GOLDEN PACIFIC TRUST DEED SVCS
2444740000	1992	052111	716.32		GOLDGATE INTERNATL
CF5296JH91	1992	014096	431.50	WALTER	GOLDSMITH
2362090001	1992	048043	428.77		GORDON & YOUNG INC
CF3108FZE1	1992	058754	582.10	WALTER	GORMAN
2429220000	1992	051329	451.37	ALEXANDER	GRAHAM
CF7630JY	1992	020594	183.98	CLINT	GRAMBRUNO
2431540000	1992	051480	177.30		GRAPHIX LASER CUTTING
CF9065JK91	1992	025056	369.70	KATHRYN	GRAVES
7060370000	1992	053738	356.43	ROBERT	GRAVES
CF9561CR	1992	026320	205.97	DALE	GRAY
CF7673GV	1992	020764	258.86	RUSSELL	GRAY
2409240000	1992	050083	451.67		GREAT LAKES ENTERPRISES
2411690000	1992	050196	415.40		GREATER BAY CAB SVC
2389350000	1992	049294	370.46		GREATER BAY INSURANCE AGCY
CF8527HX	1992	023459	2,984.14	DENNIS	GREENBERG
7084020000	1992	061163	377.80	DENNIS	GREENBERG
7084020001	1992	031390	202.02	DENNIS	GREENBERG
CF9190FY89	1992	025423	153.07	VICTOR	GREGORY
CF9729JS	1992	026740	507.09	MARTY	GRIFFIN
CF1714FB	1992	004945	197.13	GREGG	GRITZKE
2370200000	1992	048381	2,544.05		GROUP AGENCY OF AMERICA INC
2300700000	1992	045628	2,831.10	LARRY	GRUMP
2333420000	1992	060746	2,726.47		GUERIN DRAYAGE CO INC
CF7921KN91	1992	021692	794.67	EUGENE	GURNEY
CF7223KC	1992	019181	219.74	STEVE	GURULE
7087780000	1992	031559	657.31	JAMES	GUSS
2431120000	1992	051452	9,718.84	ADONA	GUTIERREZ
CF0835BS90	1992	002475	153.23	RAUL	GUZMAN
CF7049KS	1992	018655	312.66	CLYDE	HAAS
T04171S501	1992	060901	369.60	LEONA	HACKNEY
T04171S511	1992	060902	645.69	LEONA	HACKNEY
CF1636HR	1992	004726	975.93	STEPHEN	HAIGLER
CF8779GY87	1992	024239	179.49	DOUGLAS	HAILEY
2307000000	1992	046093	366.41	CATHY	HALL
CF5179GH85	1992	013781	303.49	DAVID	HALTON
CF0786BS91	1992	002305	688.12	RON	HALVERSON
T03880S121	1992	056719	1,535.15	NASSER	HAMEDANI
CF2929EY91	1992	007895	193.01	LARRY	HAMILTON
2097710001	1992	029126	2,351.59		HAMMER TOSCAS GRIFFITHS MORTENSEN INC
T04174S341	1992	060914	231.69	KEVIN	HAMPTON
2384430000	1992	049092	1,090.92	KEUM	HAN
CF1266AL	1992	003691	250.14	WILLIAM	HANCOCK
2423440000	1992	050961	231.75		HANOBLE LIMITED
CF7723KF	1992	020934	387.63	CURT	HANSEN
7086880000	1992	031472	259.45	MIKE	HANSEN
CF6448FHE1	1992	057314	353.70	DEAN	HANSON
CF5769BP92	1992	033103	334.68	MIKE	HANSEN
CF0082HZE1	1992	058933	168.31	ROBERT	HARDING
CF6126EG90	1992	016240	153.34	MICHAEL	HARDY
CF7196KS	1992	019088	246.14	ROBERT	HARGITT
CF3808NB	1992	010047	223.57	ROBERT	HARGITT
7084740000	1992	054504	338.59	RUSSELL	HARLOW
CF9547JL	1992	026302	621.99	JOHN	HARMAN
242664E052	1992	055096	1,431.43	SUNNY	HARMON

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CF9016GY91	1992	024945	432.23	BRIAN	HARRINGTON
CF9869KYE1	1992	058840	250.89	DAVID	HARRINGTON
2390950000	1992	049357	792.49		HARRIS HAGAN CONST CO
CF4260EM91	1992	011304	511.57	JEFF	HARRISON
CF1638CE	1992	004729	245.89	SANDRA	HARRISON
T04199S811	1992	061098	3,179.13	BESSIE	HARSIN
T04199S821	1992	061099	2,576.40	BESSIE	HARSIN
CF4389EA	1992	011723	241.46	SHAWN	HART
2371350000	1992	048459	2,822.45	LARRY	HARTINGER
2333720000	1992	046757	411.42		HATAS LANDSCAPE SERVICE
246373E011	1992	059341	1,970.36	KEN	HAUER
T04180S741	1992	060922	2,379.87	MARION	HAUERKEN
0574670011	1992	035966	179.65		HAVA SNAK FOOD SERVICE INC
CF8074CC86	1992	022097	617.82	LARRY	HAWKINS
CF3521AJ87	1992	009304	360.67	NC	HAWKINS
2431180000	1992	030777	1,148.59	GEORGE	HAWKS
CF6012JV	1992	015951	542.44	WAYNE	HEADLOUGH
CF4991HT92	1992	013389	816.70	BOB	HEBENT
361-708	1992	027463	2,240.97	ROBERT	HELIN
CF7378FX85	1992	019656	206.34	DONNA	HENDRICKS
CF5691JV	1992	015215	493.73	BERT	HENRY
CF4264FB87	1992	011324	206.18	ROY	HENRY
2425620000	1992	051055	366.31	CHRISTOPHER	HERBERT
CF4458GD87	1992	011902	201.78	CLINT	HERBST
CF3805FV	1992	010033	409.30		HERCULES RESEARCH CORP
5002330000	1992	053077	750.51	CHARLES	HERIN
2193720000	1992	042361	4,685.87	JON	HERMANSKY
2290570000	1992	045255	1,066.61	DANILO	HERNANDEZ
7086920000	1992	031476	228.30	LEN	HERNANDEZ
CF1272EF	1992	003708	374.20	DAVID	HEROLD
9017490000	1992	061188	1,759.34	SANDRA	HERRERA
2133560001	1992	055445	23,213.52		HESS FOREST PRODUCTS INC
CF5325JS	1992	014184	1,117.45	LEROY	HESS
CF0437GH	1992	001286	188.49	KENDALL	HEWITT
0591900000	1992	036005	541.31	KENDALL	HEWITT
2387570000	1992	049231	183.73	GARY	HICKEY
CF9096GC87	1992	025157	794.30	KEN	HICKMAN
242664E090	1992	056805	4,137.77	WILLIS	HICKS
CF4522GC89	1992	012085	192.80	JACK	HIGDON
CF7842JR	1992	021420	750.56	WILLIAM	HILES
CF7752KS	1992	021035	215.30	MARK	HILL
2009020000	1992	038784	2,126.51		HILLS STEAM CARPET CLEAN
2319150000	1992	046584	1,091.07		HILLSIDE MANOR TRUST CO
2353920000	1992	030166	1,922.38		HINDS REAL ESTATE INC
444527E000	1992	057865	559.87	GLADYS	HIRTH
2365250000	1992	048140	276.43		HIRZEL ASSOCIATES
9017520000	1992	061191	1,572.47	JUNE	HODGE
0602300004	1992	036037	191.35		HOEPPELS INC
T04136S071	1992	060634	15,821.86	SHIRLEY	HOFFMAN
246373E003	1992	059333	12,411.60	SHIRLEY	HOFFMAN
7003410000	1992	053273	153.08	FRANK	HOHSTADT
CF4876KRE1	1992	057197	165.36	KENNETH	HOLCOMB
CF0690JY	1992	002003	506.92	GEORGE	HOLLINSWORTH
2433410000	1992	051565	366.41		HOME OF 98 CENT VIDEO
2205330004	1992	042651	31,886.26		HONEY HILL FARMS
2205330003	1992	042650	9,437.82		HONEY HILL FARMS
2192920001	1992	042349	195.23		HORIZONS FUNDING CORPORATION
CF6343FY82	1992	016788	175.01	TOM	HORNBEAK
CF6527FG85	1992	017296	224.20	HOUSE MARIE E	HOUSE CHARLIE L
CF3249GC83	1992	008634	157.71	LEE	HOWARD
CF1278AH92	1992	032692	255.13	ROBERT	HOWARD
2332570001	1992	046724	150.23	ALARIC	HOWSE
2406640001	1992	049974	774.77	REITA	HUBBARD
CF9495FX91	1992	026182	1,710.44	PAUL	HUBER
CF1187KH90	1992	003432	299.35	STEPHEN	HUCKABA
2316190000	1992	046471	1,776.04	MICHELLE	HUEBNER
CF3783NB	1992	009951	175.13	CHRIS	HUMMELL
2441320000	1992	051965	375.38	SHANE	HUMPHREYS
2201580000	1992	042520	4,712.37	AMIR	HUNDAL
T03837S631	1992	055337	3,719.09		HUNTINGTON PACIFIC THRIFT
0958500002	1992	037018	1,596.15	CHARLES	HUNT
CF6097GF	1992	016167	303.09	FREDDIE	HUNTER
CF5505GA88	1992	014671	219.66	STEVEN	HUTTON

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2177470001	1992	041881	2,691.65		IBOX GROUP INC
CF7157KS	1992	018985	224.13	JOSEPH	ICARD
2414400000	1992	050338	177.38		ICR
7088710000	1992	054628	223.95		I F S INC
2140660000	1992	041128	312.01		INFORTEXT SYSTEMS INC
2446630000	1992	052199	379.37		INFOWORKS
CF5220FM	1992	013871	3,510.63	P	INGRAHAM
CF6875GA	1992	018185	307.60	CHARLES	INMAN
2411530000	1992	050190	1,776.04		INNOVATIVE IMAGES
6303770300	1992	053222	1,785.53		INTERNATIONAL MARINE SER LTD
2422450000	1992	050911	294.71		INTERNATIONAL SPORTS EVNTS INC
2341330000	1992	047178	237.39		INTRUST FINANCIAL SVCS
0641700000	1992	036170	770.29	ROBERT	ISAACS
CF3700AK	1992	009725	175.48	JOHN	ISENBERG
2305370001	1992	046021	7,004.57		IVRY RETAIL GROUP
2401150000	1992	049744	374.40		J & D CUSTOM HOMES INC
2334370000	1992	046784	1,173.95		J & R FOOD MART
T04228S820	1992	061709	151.61		J A WILSON GRAPHIC
2388110000	1992	049249	720.93		J DONOHUE & ASSOC
2299990001	1992	045593	549.86		J L CONSTRUCTION CO
T03904S051	1992	057583	423.89		J M G REAL ESTATE CORPORATION
0311300001	1992	035172	792.49		J P DAHLER DDS INC
2430650000	1992	051421	3,461.50		JACCO INC
2419150000	1992	050741	10,334.28		JACK CLARK RACING
2375440000	1992	048664	280.48	STEVEN	JACKO
CF8239HJ	1992	022564	303.59	HARLAN	JACKS
T04050S511	1992	058289	1,493.85	EVA	JACKSON
7086990000	1992	031483	228.30	JIM	JANSON
2396990000	1992	049582	195.23		JAPAN GREEN SYSTEMS
2372770000	1992	048540	635.77	ANAS	JARREH
2290660000	1992	045257	2,813.44		JB'S BOUTIQUES OF CALIF INC
CF5982JA90	1992	015852	219.08	CAREW	JENKINS
CF3015JAE1	1992	057070	1,133.93	LARRY	JENSEN
CF3015JA	1992	055725	1,174.21	LARRY	JENSEN
CF7405KS	1992	019743	329.64	PAUL	JENSEN
2447930000	1992	030934	343.58		JEWELLS ACE CLEANING SVC
2403320000	1992	049828	173.42	MARSHAL	JIM
0658150000	1992	036210	621.97	KAREN	JIMINEZ
203805EE00	1992	058633	8,328.09		JOE FOSTER EXCAVATING INC
2038050000	1992	028964	111,545.81		JOE FOSTER EXCAVATING INC
2174970000	1992	041747	188.75	ELIZABETH	JOHNSON
2429360000	1992	051341	177.30	JOYCE	JOHNSON
2256710000	1992	044126	900.57		JOHNSON SALES INC
CF9267HP	1992	025623	352.30	DOUGLAS	JONES
238-135	1992	027397	392.24	EUGENE	JONES
9018570000	1992	061262	205.41	JAMES	JONES
CF7562JT	1992	020269	476.01	JEROLD	JONES
CF2778GD	1992	007539	1,426.97	JOYCE	JONES
CF6390JW	1992	016883	157.57	RHONDA	JONES
CF1664HD89	1992	004800	246.22	RICHARD	JONES
9018250000	1992	061240	2,293.31	RILEY	JONES
CF6912FL	1992	018293	453.75	TRAVIS	JONES
CF5933JV	1992	062564	444.83	MARK	JORDAN
2416960000	1992	050582	2,543.46	JAMES	JUBREY
217276R269	1992	058871	5,709.96		JULAR REALTY
217276R270	1992	058872	5,514.24		JULAR REALTY
217276R271	1992	058873	5,279.36		JULAR REALTY
217276R272	1992	058874	5,279.36		JULAR REALTY
9018240000	1992	061239	1,589.39	WILLIAM	JUSTICE
2397890000	1992	049613	3,217.66		JWP INFORMATION SYS INC
2393720000	1992	049462	1,071.39		K K S & B BUILDING
2349700000	1992	047522	464.55	TORUNN	KALDAC
6036940301	1992	053177	2,108.05		KALIS ENTERPRISES INC
CF6553JN	1992	017375	1,153.08	LEO	KAMYK
2334590000	1992	046791	3,132.23		KEITHS BACKHOE RENTAL
2146860001	1992	041291	806.54	JOHN	KELLEY
2318050001	1992	046545	1,425.97	TOMMY	KELLY
2436780000	1992	051733	375.17		KENEFICK JOANNE CONSULTING
CF4369GCE2	1992	031920	418.71	DARRELL	KENNEDY
CF4369GC92	1992	032972	179.25	DARRELL	KENNEDY
CF0492KJ	1992	001438	865.51	JAMES	KENNON
0692600000	1992	036300	54,555.74		KENOSHA AUTO TRANSPORTATION
2387490000	1992	049229	774.41	RICHARD	KERNODLE

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N29677	1992	033611	3,045.62	KEVCO
7085540000	1992	054556	347.90 KEITH	KILLGORE
2315070000	1992	046410	697.32 H	KIM
2348800000	1992	047483	1,630.75 TOK	KIM
CF8495HP	1992	023374	215.32 JEFFREY	KING
CF4879JZ	1992	062426	153.26 LARRY	KING
7089060000	1992	054662	223.95 LEE	KING
CF0176FG92	1992	032593	391.60 LEE	KING
T04156S471	1992	060705	1,045.11 IRENE	KIRBY
T04156S481	1992	060706	448.45 IRENE	KIRBY
CF9501JK	1992	026205	2,015.60 NOEL	KIRBY
245612E000	1992	058706	773.28 MIKE	KIRKER
CF2791HW	1992	007580	162.09 EDWARD	KIZER
2403200000	1992	049825	429.37	KKI CARPETS
2423450000	1992	050962	2,126.51 ODED	KLEINBAUM
2404480000	1992	049878	1,821.05 ROBERT	KNIGHT
2112690000	1992	040579	424.58 KENNETH	KNULL
CF7024KS	1992	018607	193.19 KRZYSZTOF	KOKOSINSKI
CF9044GC	1992	025008	484.82 RONALD	KOON
N4932B89	1992	033750	2,218.77 MARTIN	KRAMER
CF9802JA	1992	026909	458.15 RICHARD	KRUMMEN
CF6385AX90	1992	016871	2,240.97 KATHLEEN	KUNZE
2297360000	1992	045496	2,116.91 EUNJU	KWON
2297260000	1992	045491	555.38	L D L C INC
CF4353JT92	1992	062423	648.22 VALLE	LA
2221600000	1992	043092	379.43 BERNARD	LAMBERT
2217580003	1992	061647	3,543.50	LAND OF NEVAWUZ INC THE
2305010000	1992	045964	1,384.97 RODNEY	LANDCASTER
CF8986KNE1	1992	059424	241.60 RICHARD	LANDIS
CF2908FL	1992	007843	179.62 JEFFREY	LANE
T03886S331	1992	056743	3,644.15 GERALD	LANGE
T03886S341	1992	056744	649.86 GERALD	LANGE
T03982S010	1992	059442	5,514.80 TERRANCE	LANGE
T03982S020	1992	059443	964.85 TERRANCE	LANGE
T04081S171	1992	059129	294.18 ANTHONY	LAPINE
CF6945KOE1	1992	057343	388.92 DARREN	LARGRUTTA
2342510000	1992	047247	2,126.51	LARSEN & COMPANY INC
T04196S161	1992	061081	222.35 BERTHA	LARSEN
245157E004	1992	032559	11,291.22 ELIZABETH	LARSEN
CF8731KC	1992	024081	205.80 RAY	LASSOR
CF5565HL90	1992	062428	759.00 JAMES	LATHANN
CF7151EZ89	1992	018966	778.98 MARTIN	LAVIN
CF7775JW	1992	021141	332.27 MARTIN	LAVIN
2147830000	1992	041334	1,502.02 HARPER	LAVOISER
2413630000	1992	050287	1,471.27 DONALD	LAWRIE
CF8254HY	1992	022605	471.31 GEORGE	LAWSON
2319470000	1992	046596	767.98 NORMA	LAWSON
2041390001	1992	039232	1,353.66	LAY RIP
2452880000	1992	052699	3,639.44	LAZER COMMUNICATIONS
2453820000	1992	052801	4,147.48	LEE DAVID INC
N7245B86	1992	033878	2,218.77 KEVIN	LEE
1132000001	1992	028714	11,454.66	LEE SAYLOR INC
2453480000	1992	052758	6,053.65	LEE-DAVID INC
CF1582CL91	1992	004585	276.98 HANS	LEENDERS
2335260000	1992	046818	402.13	LEES QUALITY DETAIL
CF4090HJ	1992	010789	289.88 MIKE	LEHMANN
CF5668GM	1992	015159	1,073.38	LEITE PUMP SALES/SERVICE
CF6290GZE1	1992	057300	226.49 STEVEN	LEHN
256-68382	1992	027410	502.34 DANIEL	LEVCHUCK
T03974S681	1992	058158	3,352.67 MALISSA	LEWIS
T03974S691	1992	058159	619.50 MALISSA	LEWIS
CF8702KC	1992	023976	183.90	LIDO BAY REALTY
2454190000	1992	052833	7,801.62 SUSAN	LIN
CF4747EBE1	1992	057187	576.96 STEVE	LINDER
0466580001	1992	035660	150.68	LINDSEY J FREEMAN INC
T04092S331	1992	059156	975.83 LINDA	LINGENFELTER
CF8190KSE1	1992	059019	294.03 GREG	LINN
243997E000	1992	059567	126,464.00	LISBON BACKHOE SVC INC
2439970000	1992	030845	1,183.74	LISBON BACKHOE SVC INC
CF8155GW83	1992	022344	294.74 GREG	LISLE
2283460002	1992	045067	837.23	LITTLE SICILY DELI & CATRY INC
2393860000	1992	049468	191.35	LLOYD'S BEAUTY SALON
2379320000	1992	048855	1,565.02	LOADS ICE CREAM & FRIENDS



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CF0112CL89	1992	000330	732.80	MICHAEL	LOBESE
2411070000	1992	050170	3,531.31		LOETZ INSURANCE ASSOCIATES INC
2394110000	1992	049481	191.35		LOGANS FLOOR COVERING
2404890000	1992	049897	3,181.61		LOMAS MEXICAN CUISINE & GRILL
T04123S661	1992	059472	484.22		LOMAS MORTGAGE USA INC
CF7481BN89	1992	062437	245.93	FREDRICK	LONG
CF4423AK	1992	011822	170.52	JIMMY	LONG
CF6750EM80	1992	017881	166.15		LONG POINT ROD
CF8096JW	1992	022165	312.01	DAVID	LONGMAN
CF4712KD	1992	012629	179.48	ESTANISLAO	LOPEZ
CF0204NC	1992	000634	1,307.19		LOS ALTOS LSG CO
CF2870JR	1992	007764	1,342.81	GARY	LOZIER
0780100002	1992	036524	1,353.66	CHARLES	LUCAS
2390070000	1992	049316	168.94		LUCIDO COLLIE PROPERTIES
CF9126GZ86	1992	025251	263.28	JACK	LUNDQUIST
CF9245CC91	1992	025557	179.69	MIKE	LYNCH
2144370000	1992	041199	12,874.21		M P M ELECTRIC INC
2437360000	1992	030823	1,838.02		MAC BASICS
CF3199EJ87	1992	008473	498.20	GREG	MACDOUGALL
CF8539GC91	1992	023511	520.18	GARY	MADDOX
CF7838JR	1992	021407	334.38	RICHARD	MADDOX
7070110000	1992	031227	299.36	R	MADILL
CF9279CM	1992	025651	157.47	DON	MAFFEI
CF1704GVE1	1992	056983	173.79		MAKE A WISH FOUNDATION
CF3897JM	1992	010293	622.21	GARY	MALASPINA
2410230001	1992	050131	4,377.32	TONY	MALLMAN
2307890000	1992	046115	396.71		MANAGEMENT RESEARCH GROUP INC
2375220000	1992	048652	402.04	RALPH	MANNING
N57PG	1992	033791	5,518.79	ROBERT	MANNING
CF4953KR	1992	013286	197.45	ROBERT	MARES
CF5115KRE1	1992	057218	313.72	RICHARD	MARGLIN
2403190000	1992	049824	429.37	LITTLE	MARGOS
2299100000	1992	045567	984.29	DOUGLAS	MARSHALL
2406960000	1992	049989	410.92		MARTIN & ASSOC
T04108S911	1992	059189	415.56	BEATRICE	MARTINEZ
245157E051	1992	057808	2,786.31	BEATRICE	MARTINEZ
2347940000	1992	047448	298.60	MARTY	MARTINEZ
522-722	1992	027489	741.28	FRANK	MARTINI
CF8001FY85	1992	021941	184.06	FRANK	MARTINI
CF9262FK	1992	033427	205.80	LYLE	MASKE
CF6965KS	1992	018448	188.79	CARL	MASON
CF8459HG92	1992	023249	258.95	KRISTINE	MASSINE
2155140000	1992	041460	599.37	LARRY	MASUDA
CF6734KOE2	1992	054995	475.97	EDWARD	MATALAVAGE
T04215S480	1992	061700	383.72	MICHAEL	MATERS
7078110000	1992	054201	284.91	DEWEY	MAUS
CF5371FM	1992	014286	241.48	NORMAN	MAUZEY
9019490000	1992	061325	1,728.19	CHARLES	MAY
CF3736FW	1992	009824	320.84	RICHARD	MCCAMY
7078120000	1992	054202	215.32	RICHARD	MCCAMY
7064670000	1992	053868	223.95	RICHARD	MCCLOUD
CF4532CU90	1992	012108	219.40	JAMES	MCCORMICK
T03888S241	1992	056766	3,459.59	BOB	MCCREADY
245157E021	1992	055112	1,550.81	BOB	MCCREADY
T04221S260	1992	061704	696.44	SAMANTHA	MCGRATH
CF9854GR	1992	027029	307.75	EARL	MCKEAGER
0848500001	1992	036700	379.49		CHANDLER SCOTT TR FOR MC KEE CHILDRENS TRUST
2371320000	1992	048458	1,071.39	JOHN	MCMAHON
CF9835KC	1992	026993	427.53	MICHEAL	MCCARVER
CF4256EK83	1992	011285	1,365.24	JACK	LUNDQUIST
CF8517GW	1992	023438	493.51	LINDA	MCCLINTOCK
CF5567BR88	1992	014897	493.56	RICHARD	MCCLOUD
CF9619GF92	1992	026462	215.26		MCCOOK CD
2278670000	1992	044853	93,605.02		MCCOSKER CORP
CF7106EM92	1992	018823	153.22	LANCE	MCDONALD
2337110000	1992	046874	419.78	MICHAEL	MCFARLAND
CF4941AF87	1992	013250	175.24	SEAN	MCFARLAND
CF8491HK	1992	023360	223.81	PAUL	MCGRATH
2401430000	1992	049756	173.01	JAMES	MCINTOSH
CF4555CU85	1992	012180	621.91	KENNETH	MCINTOSH
2056860001	1992	039523	4,271.30	KENNETH	MCMURPHY
T03875S651	1992	056675	2,358.34		MCS 1
T03875S661	1992	056676	3,388.79		MCS 1

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CF4334GL	1992	011560	263.98	DEAN	MCWILLIAMS
709081E000	1992	032356	948.99		MEADOW HOMES CENTER
2419510000	1992	050769	2,023.82	CHRISTINA	MEAS
231823E000	1992	059548	11,317.37		MED-TOX ASSOCIATES INC
2280390000	1992	044995	1,057.62		MEDICAL COMPUTER DIMENSNS CORP
CF0284KD	1992	000871	157.40	DONALD	MENDENHALL
2423420000	1992	050959	375.38	ANNE	MENDENHALL
2372540000	1992	048523	2,526.15	GARY	MENDENHALL
CF8106FL90	1992	022184	484.61	RONALD	MENDES
CF0732CL88	1992	002139	210.38	ALFRED	MENDOZA
2312230000	1992	046269	391.75	STEVEN	MERTES
CF4650FM85	1992	012434	444.88	FRED	MERTZ
CF8723HG	1992	033389	294.71	ROBERT	MESQUITA
2392080000	1992	049400	1,309.14		METROPOLITAN COURIER SVC
T04126S421	1992	059478	2,784.71	ALLAN	METZGER
245157E079	1992	058903	2,079.61	ALLAN	METZGER
CF1468JS	1992	004305	962.88	HART	MICHAEL
2247230000	1992	043891	2,090.84		MICHAEL S CYPRESS OD INC
2277090000	1992	044746	781.44		MICHAELLES PLUSH PAW INC
CF3235HC	1992	008588	201.57	SEAN	MICHAELS
CF1306HF91	1992	003817	400.51	LISA	MICHELETTI
CF4918KR	1992	013191	276.82	DAVID	MICHELSTEIN
2400670000	1992	049723	1,071.41		MICRO SOLUTIONS
246879E000	1992	059349	767.06		MICROLANE RENTALS
CF3174JV91	1992	008432	887.39		MICROSEARCH INC
246934E000	1992	059350	13,875.39		MILES FINANCIAL SERVICES INC
CF7104HV	1992	018814	413.99	A	MILLER
CF3438JN	1992	062420	365.49	DAVID	MILLER
CF7015GN83	1992	018587	2,435.25	DONALD	MILLER
CF7215KS	1992	019151	201.96	GUS	MILLER
2346210000	1992	047393	397.64		MILLER LANNERTONE INC
9017750000	1992	061209	3,431.53	RICHARD	MILLER
CF2577GK	1992	007048	268.26	RICHARD	MILLER
T92014M055	1992	059201	493.51		MILLER SORG INC
2379220001	1992	048850	4,925.51	THOMAS	MILLER
CF9645GS	1992	026520	648.51	MARK	MILLS
217276R274	1992	058876	673.00	DIANNA	MILTON
2416690000	1992	050563	1,071.41		MINERVA'S OWL BOOKS
CF1173GM	1992	003384	263.65	BRIAN	MINIX
CF0123FP84	1992	000359	254.95	JESSE	MITCHELL
CF5196FZ89	1992	013809	511.62	MICHAEL	MITZ
2275580007	1992	044649	1,347.18		MOBILE POWER RENTAL INC
CF5498JM	1992	014633	378.44	JOHN	MOCK
918-710E1	1992	057888	25,474.62	FRANK	MOCKTON
237296E000	1992	059301	5,431.89	BUAN	MOEAD
CF7848JR91	1992	021437	281.21	GAIL	MONROE
217276R257	1992	058859	673.00	DAN	MONTALBO
7060600001	1992	031171	343.16	KATHRYN	MONTGOMERY
CF1094HF	1992	003203	427.19	MICHAEL	MONTGOMERY
2294440000	1992	045383	2,480.67	DANIEL	MOODY
T03970S861	1992	058142	768.34	PRADIP	MOOKERJEE
CF0985BP	1992	002905	608.85	DON	MOORE
CF4036EA89	1992	010639	312.46	LISA	MOORE
2378110000	1992	048805	647.70	TERESA	MOORE
217276R258	1992	058860	982.42	TYRONE	MOORE
7087250000	1992	031507	259.45	RAYMOND	MORALEZ
CF4685FL87	1992	012562	157.84	SHERMAN	MORE
7087260000	1992	031508	166.58	DERALD	MORGAN
2246140000	1992	043849	994.77	F	MORGAN
2032510002	1992	039114	1,237.03	JOHN	MORGAN
CF5207SBE1	1992	058991	940.94	KATHRYN	MORRIS
CF0404NA	1992	001185	188.79	WENDY	MORRIS
2382750001	1992	049009	411.06		MORTGAGE EXPRESS INC
CF8205HD	1992	022480	277.05	DORSIE	MOSHER
2087290001	1992	029094	1,196.84		MOTHER NATURES HANG UPS INC
CF1793AM90	1992	005165	161.78	BEN	MOZZETT
0906300000	1992	036822	15,043.53	BEN	MOZZETT
CF4280JB91	1992	011381	281.33		MPM EL INC
247413E000	1992	059580	1,888.08		MSR LEASING GROUP INC
2383370000	1992	049042	253.90	JUDITH	MUELLER
CF1378AJ	1992	004019	197.01	ADOLF	MUNOZ
CF7646JP	1992	020667	369.96	NICK	MUNOZ
CF4911HT	1992	013171	1,431.37	JOHN	MURPHY

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7089240000	1992	054680	223.95	PATRICK	MURPHY
T04172S961	1992	060907	416.87	JOHN	MURRAY
CF8585GF	1992	023639	166.03	LESTER	MYERS
2432360000	1992	051522	720.94		N S A INDEPENDENT DISTRIBUTORS
CF6081NC	1992	016139	184.25	IVAN	NAHILIK
CF6453JP	1992	017051	175.38	IVAN	NAHILIK
2074930001	1992	039933	3,998.84	KENNETH	NALL
278-415	1992	027423	600.17	BEN	NARASAKI
222175E001	1992	059283	5,550.47		NASDAQ INC
2416080000	1992	050487	697.21	LEASEMARK INC	NATIONAL WESTMINSTER BANK
CF9209CC89	1992	025478	303.75	JOHN	NATTKEMPER
2426970000	1992	051163	366.41	ALVARO	NAVARRETE
CF3422KK	1992	009062	254.60	RUDY	NEIDERER
CF7662CG81	1992	020729	546.75	BRET	NELSON
CF2312FY	1992	006445	192.74	CRAIG	NELSON
T04181S781	1992	060925	6,171.33	JOHN	NELSON
246373EE06	1992	059330	16,081.98	JOHN	NELSON
246373E006	1992	059336	25,763.26	JOHN	NELSON
T04024S671	1992	058254	287.00	KENT	NELSON
CF4997GH	1992	013405	462.53	LEE	NELSON
2380610000	1992	048923	411.06		NEOGRAPHIC
2288420000	1992	045192	253.90		NESTOR ENTERPRISES INC
CF5499FZ88	1992	014635	227.94	REGGIS	NEVES
709034E000	1992	027835	3,276.09		NEW DESTINIES DAY CARE CENTER
2416630000	1992	050559	792.50		NEW YORK WEST
7087310000	1992	031513	183.71	ROBERT	NEWTON
2362930000	1992	048068	819.45	AN	NGUYEN
CF5634JK	1992	015069	299.27	DUONG	NGUYEN
CF5217GFE1	1992	057229	186.95	MIN	NGUYEN
CF3618NB	1992	009530	166.11	CHRIS	NICHOLS
2349020000	1992	047493	410.79	JULIE	NIELSEN
CF3856EP92	1992	010191	299.17	JOSEPH	NOIA
2332170000	1992	046710	711.59	BALRMAN	NOORI
2417090000	1992	050590	599.38		NORGOLD RESOURCES (U.S.) INC
2234610000	1992	043347	409.85	ROBERT	NORMAN
2441360000	1992	051967	276.76	TIM	NORMAN
CF6517CT90	1992	017263	480.41	JAMES	NORTHRUP
T04552S800	1992	062384	590.63	KLMN LTD	NORTON WESTERN LTD
7048960000	1992	053565	11,605.04	KLMN LTD	NORTON WESTERN LTD
CF5213CFE1	1992	057227	1,068.07	JOSEPH	NOVOTNY
CF6046HSE1	1992	057282	296.16	WILLIAM	NUOVO
T03974S711	1992	058160	811.65		O'NEAL SHIRLEY MAE EST OF
7089320000	1992	054688	223.95		O'REILLY JIM
2343910000	1992	030082	2,121.67		OAKLAND PRNTG & SUPPLY CO INC
2333340000	1992	046745	9,154.91		OCEAN SHORE BOILER WORKS
CF6378JR	1992	016858	546.38	CHARLES	OCONNOR
CF8442GS	1992	023187	6,306.10	THEODORE	OFFNER
CF8063HP91	1992	022069	701.27	KERRY	OHARE
CF8507JN	1992	023413	781.19	TIM	OIEN
CF2204JK	1992	006181	768.21	JOHN	OKENDO
2447430000	1992	052247	155.40		OLD HIGHWAY HOME LOANS
444510E000	1992	055632	969.57	DARROW	OLSON
CF4135GG92	1992	032946	334.40	HARVEY	OLSTAD
2362830000	1992	030219	1,453.62		ON & CC ENTERPRISES INC
2400020000	1992	049696	10,848.80		ONE HOUR MARTINIZING
2409520000	1992	050094	280.48		ONE STOP FLORIST
2176490003	1992	041817	7,000.25		ORANGE NATIONAL BANK LEASING
CF7382AFE1	1992	057380	752.73	STEVEN	ORCUTT
2410350000	1992	050141	4,555.28		ORED ENTERPRISES INC
2410350001	1992	050142	7,832.76		ORED ENTERPRISES INC
CF1251EF91	1992	003638	316.54	CHARLES	OSWALD
CF7463NB	1992	033254	299.06	JONATHAN	OTTESON
2400920000	1992	049733	1,071.41		OVERCON COMMERCIAL IND CONSTR
CF9714FF	1992	026694	258.94	TERRENCE	OWENS
2332540000	1992	046722	591.02		P S I EDUCATIONAL ADMR
2247180000	1992	043888	352.38		PACIFIC BAKERS NEWS
T03396S053	1992	061416	1,386.75		PACIFIC BRIDGE CO
T03396S530	1992	059038	1,592.36		PACIFIC BRIDGE COMPANY
2298700000	1992	045556	1,081.88		PACIFIC CEILING SYSTEMS INC
2436720000	1992	051730	375.17		PACIFIC PURE WATER
2318340000	1992	046555	541.57		PACIFIC WHOLESALE OFFICE EQUIP
2281990000	1992	045035	5,610.53		PANOS ENTERPRISES INC
245287E000	1992	055608	38,072.57		PARADISE GRILL

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2452870000	1992	052698	1,776.04		PARADISE GRILL
2393030000	1992	049438	397.91		PARADISE NURSERY
7058210000	1992	053708	8,132.95		PARK & RAIL PARKING LOT
CF8411NBE1	1992	057463	165.10	JEFFREY	PARKAN
CF6686CUE3	1992	057329	191.26	MICHAEL	PARKER
CF4085BR90	1992	010778	285.93	DANIEL	PARKS
CF3411EX91	1992	009032	175.51	SAM	PASPON
CF3742JV	1992	009843	736.67	DAVID	PATAO
2253690001	1992	044067	805.88	GUY	PATTERSON
CF5902JY	1992	015632	634.90	DAVID	PATTON
2371880000	1992	048496	1,757.65	DAVID	PATTON
CF2271GK	1992	006348	268.14	RON	PATTON
242664E087	1992	032325	2,413.13	PAUL	BRUMFIELD
CF8638KC	1992	023786	166.19	PHILLIP	PAULSON
CF2986GY	1992	008029	232.33	DERREK	PAVEY
CF1948HC	1992	005498	590.88	LINDA	PAVLAKAVIC
CF2008GK	1992	005643	179.81	GEORGE	PAYTON
230322E000	1992	028032	3,602.29		PEARCY MARINE INC
2303220000	1992	045811	1,456.91		PEARCY MARINE INC
CF1164KL	1992	003367	409.76	MICHAEL	PEARSON
CF3168GK	1992	008420	170.88	JAMES	PENTON
2420000000	1992	050795	630.95	MARGIRITO	PEREZ
2435760000	1992	051682	370.46		PERFECT BUILDERS
CF0887KA	1992	002629	1,028.57	LUIS	PERICON
2431910000	1992	051505	159.44		PERMANENT COSMETICS
217902E017	1992	058361	1,310.31		PERRY MORRIS CORPORATION
2179020000	1992	041966	25,852.82		PERRY MORRIS CORPORATION
2179020007	1992	041971	9,618.91		PERRY MORRIS CORPORATION
2179020011	1992	041973	5,164.43		PERRY MORRIS CORPORATION
2179020001	1992	041967	936.25		PERRY MORRIS CORPORATION
2179020004	1992	041968	14,294.50		PERRY MORRIS CORPORATION
2179020005	1992	041969	4,978.99		PERRY MORRIS CORPORATION
2179020006	1992	041970	13,693.16		PERRY MORRIS CORPORATION
2179020009	1992	041972	2,594.63		PERRY MORRIS CORPORATION
2179020014	1992	041974	1,117.10		PERRY MORRIS CORPORATION
2179020015	1992	041975	11,790.87		PERRY MORRIS CORPORATION
2179020016	1992	041976	2,116.88		PERRY MORRIS CORPORATION
2270610000	1992	044492	972.63	THOMSINE	PERRY
CF3824CJ91	1992	010097	754.65	LEE	PETERSEN
CF9632FG	1992	026491	1,728.12	LEE	PETERSEN
662-414	1992	027650	1,984.45	BRIAN	PETERSON
2365650000	1992	048155	792.85	CONSTANCE	PETERSON
2405240000	1992	049912	177.17		PETHER ELECTRICAL CONTRACTING
CF9010AH91	1992	024932	652.92	CLIFFORD	PHILLIPS
2315890000	1992	046465	591.02	KOSSADARY	PHIMMASON
2239750000	1992	043570	918.36		PHOTOGRAPHERS MART INC
CF1636CP92	1992	004725	228.56	RICK	PIERCE
2252590001	1992	044038	505.70		PIERSIDE INSTALLERS INC
T03984S701	1992	058176	229.98	CATHERINE	PILATTI
2334750000	1992	046800	577.20		PINOLE MARTIAL ARTS CNTR
T03844S731	1992	055373	369.21	DARLA	PINZINI
CF9635EA	1992	026494	1,143.63	JOHN	PITTS
2216790000	1992	043000	4,739.07		PIXELLITE COMPUTER PRODUCTS IN
2448010000	1992	052280	155.40		PLAYGROUND THE
2229880001	1992	043249	3,509.02		PLEASANT HILL LADY SPA
2066220000	1992	039688	3,504.67		PLEASANTON VENDING CO INC
CF7021JA	1992	018599	427.55	RONALD	PLEECE
2332010000	1992	046704	411.42		PLUM PRETTY HAIR & NAIL SALON
2334230000	1992	046777	591.02		POINT RICHMOND REAL ESTATE
XX0498	1992	027372	1,426.97	H	POOLE
CF6500LD	1992	017208	183.73	DANIEL	POPE
CF1511AM92	1992	032731	219.42	HUMBERTO	PORRAS
7087420000	1992	031524	183.71	HUMBERTO	PORRAS
CF9011FB91	1992	024936	162.19	KRISTEEN	PORTER
2354850000	1992	047752	721.04		POST ADOPTION CNTR
T04191S331	1992	061068	8,196.50	ALMA	POSTON
T04191S341	1992	061069	3,135.62	ALMA	POSTON
2450250000	1992	052459	366.41	ALBINO	POUNCE
2433960000	1992	051595	411.42		POWELL AUTO CENTER
T04082S571	1992	059136	2,348.45	CWENDOLYN	POWELL
245157E062	1992	058456	982.57	CWENDOLYN	POWELL
T03840S851	1992	055356	10,758.12	DAGNY	POWERS
944-7380E	1992	059375	18,136.36	KATHLEEN	POWERS

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T04003S871	1992	058209	190.71	MICHAEL	POWERS
2439210000	1992	051871	1,227.64	NIKKI	PRALON
CF6721NA	1992	017791	1,462.42	JOHN	PRATT
2433840000	1992	051589	415.40		PREFERRED TOUR & TRAVEL
CF5773BR81	1992	015384	754.88	VICTOR	PRESCO
7030980000	1992	053374	250.44	VICTOR	PRESCO
2430430000	1992	051408	545.70	JULIA	PRESLEY
T03854S841	1992	055886	8,906.46	LAURIE	PRICE
CF8405FKE1	1992	059023	2,092.47	WILLIAM	PRICE
CF1365JS	1992	003981	1,250.36	GERALD	PRINGLE
2391030000	1992	049359	1,443.79		PRINTED CIRCUITS
2431480000	1992	051476	177.30		PRIVATE ART
2307300001	1992	046107	954.38		PROFESSIONAL DEVELOPER & CONSTRUCTOR CORP
2392350000	1992	049415	168.94		PROGRESSIONS INC
CF5956FL	1992	015764	171.12	LINDA	PROUT
2429060000	1992	060763	427.94		PROVEN PRODUCTS WEST INC
2198890000	1992	042459	1,057.62		PULFORD PROCESS MACHINERY CORP
T04576S870	1992	062388	2,498.44	DAVID	PUTRAM
CF6984LDE1	1992	058587	526.47	MARINE	PVI
T03879S891	1992	056715	319.58		QUEST 190 LTD
7089360000	1992	054691	215.32	HARRY	QUILES
2429870000	1992	051373	411.42		R A HAMILTON INDUSTRIES INC
2433190000	1992	051557	716.51		R LAUNDROMAT
2279360000	1992	044901	11,047.41	TIMOTHY	RANK
2453780000	1992	052798	1,093.52	RASACHANH	RASACHANH
2424060000	1992	050989	711.59	KHAMMINH	RASAVONG
7087460000	1992	031528	343.16	EARL	RAWSON
CF1160GE	1992	003355	175.41	GARY	RAYBURN
CF5034GZ	1992	013499	170.49	ALBERT	RAYMONDI
2408750000	1992	050061	785.57		RE/MAX QUEST REAL ESTATE
CF1070KX92	1992	003141	157.80	LISA	REAFERN
2380880000	1992	048934	253.90		REAL ESTATE & FIN SVC OF LAF
2399670000	1992	049677	599.37		REAL ESTATE EVALUATION GRP
CF7919KSE1	1992	057425	222.31	BENNIE	REASONER
CF9105HN90	1992	025191	303.11	JIMMY	RED
CF3656EB	1992	009615	206.23	GARY	REED
2431710000	1992	051490	379.58	JOE	REEDER
9017900000	1992	061218	2,597.43	ALDON	REINHARDT
2244800000	1992	043802	1,690.81	WILLIAM	REISER
CF9819KR	1992	033466	259.22	FRANK	RETZINGER
CF3591CZ93	1992	032897	153.34	RICHARD	REYNOLDS
CF1957JHE1	1992	057007	405.92	JERRY	RHODES
237098E002	1992	057753	2,510.10	DEBRA	RICCABONA
CF4297GF87	1992	011421	1,551.47	DONALD	RICE
2309710000	1992	046167	533.56	GENEVIEVE	RICHARDS
CF6571KB91	1992	017417	573.55		RICHARDS MARINE SALES
CF0476CF85	1992	001397	321.45	LEROY	RICHARDSON
2433720000	1992	051581	254.10		RICHLAND STUDIOS
CF5416CD91	1992	014396	1,519.59	BRUCE	RICHMOND
2137100000	1992	041061	2,134.82		RICHMOND TRAFFIC SERVICES INC
2141450000	1992	041146	711.59	MARY	RICKETTS
CF3137GJ	1992	008351	820.71	GARRY	RIFENBARK
2371930000	1992	048499	667.29	ROBERT	RIEVS
7078250000	1992	054205	223.95	GARRY	RIFENBARK
2387800000	1992	049240	635.77	ROBERT	RIGOR
T03848S331	1992	055384	3,224.10	ERNEST	RILEY
242664E058	1992	027824	3,713.67	ERNEST	RILEY
7072860001	1992	031255	277.16	MICHAEL	RINGWOOD
2066960000	1992	039756	1,303.22	RON	RINOLDI
CF6850GJ	1992	018110	214.95	FRANCIE	RIOS
2432120000	1992	051511	1,071.41		RIVER CHARLES DATA SYSTEMS
CF4229EA79	1992	011208	334.29	THOMAS	RIZZO
7017940001	1992	031071	183.71	THOMAS	RIZZO
2410380001	1992	050146	1,409.07		ROB TRIBBLE INC
CF0801JK	1992	002376	1,059.50		ROBERT MOORING INV INC
2219000000	1992	043030	3,824.53		ROBERT MILLER CO GEN CNTR INC
CF6903KS	1992	018267	449.55	JIM	ROBERTS
CF1183NF	1992	003420	223.74	DAVID	ROBERTSON
CF0848HH	1992	002516	175.15	DAVID	ROBERTSON
CF7163AG92	1992	018997	219.42	RICKY	ROBICHAUD
2374610000	1992	048623	635.77		ROCAR TRADING CO INC
CF6628FS	1992	017547	188.71	SOL	ROCHA
CF3232HJ91	1992	008579	192.91	RODNEY	MARTIN

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2250690001	1992	043954	1,587.70	WILLIAM	RODRIQUEZ
CF1221CD	1992	003546	232.96	JOHN	ROGERS
CF6407FH	1992	016933	515.83	JOSEPH	ROLH
2338090000	1992	046927	334.50		ROLLING HILLS MGMT CORP
N89809	1992	034012	622.17	JOSEPH	ROMERO
CF9812KR	1992	026936	153.30	STEVEN	ROMPEL
T04193S281	1992	061074	261.30		RONDAR INVESTMENTS L P
CF7306FA	1992	019445	489.43		ROSEHILL TRANSPORTATION
CF7648KFE2	1992	057397	257.29	JAMES	ROSEN
CF4001GC	1992	010557	347.97	MARK	ROSS
9019340000	1992	061311	3,374.36	JOHN	ROSSWALTER
N2561K	1992	033584	684.09	DOYLE	ROTEN
CF1641GV92	1992	032745	1,383.03	JOSEPH	ROTH
7077230000	1992	031320	259.28	JOE	ROTH
CF4269EZ88	1992	011345	162.22	TIMOTHY	ROTHSTEIN
CF2949HC	1992	007934	1,616.93	BILLY	ROWLAND
2361090000	1992	048006	365.79	PRUDENCE	RUSSELL
CF1420CVE1	1992	058553	420.67	SHELLY	RUSYN
CF1017GAE2	1992	056927	594.46	JOHN	RUTH
1112000000	1992	037453	3,208.30		S & H SAILBOATS INC
2407260000	1992	050001	7,370.51		S & L PHARMACIES INC
678-996E1	1992	058724	1,058.68	CHIP	SAALE
2315690000	1992	046439	1,979.68		SABAN INC
2315690001	1992	046440	3,859.23		SABAN INC
CF3079AL91	1992	062815	210.88	RICHARD	SABO
7084560000	1992	054495	962.70	LISA	SABODRA
2448630000	1992	052314	163.74		SACRAMENTO PROPERTY RESEARCH
2377510000	1992	048771	411.09	BETTY	SAKKIS
2363190000	1992	048075	365.79	MOHAMMAD	SALIM
2162800000	1992	041566	3,607.72	FRANCIS	SAMSOTHA
CF2432FTE1	1992	031807	286.04		SAMUEL J FREEMAN INC
T09091M013	1992	060934	13,456.69		SAN PABLO MED INVESTORS
2404560000	1992	049882	1,071.41		SAN RAMON AUTO SALES
CF2361HF2	1992	031799	2,701.25		SAN RAMON PIPE
CF2361HF92	1992	062416	1,276.46		SAN RAMON PIPE
2428430000	1992	051272	163.98	ROBERT	SANDS
2207240000	1992	042748	2,603.50	GERALD	SANTUCCI
7089420000	1992	054697	153.08	DAVID	SARACELI
CF1016GA82	1992	002995	179.81	FRANK	SARAIVA
2406040000	1992	049951	249.23	O	SAVIN
246177E000	1992	058916	27,377.15		SCAFFOLD MASTERS INC
CF6499CDE2	1992	057318	515.94	PHILIP	SCHAFT
T04185S331	1992	061025	425.01	MAVIS	SCHIRLE
CF5417BC88	1992	014397	297.11	KARL	SCHISLER
CF2015GN	1992	005663	1,024.45	JOHN	SCHUE
7089440000	1992	054699	215.32	MARK	SCHULER
CF4969HYE1	1992	055215	241.07	LYNN	SCISM
CF7640AH88	1992	020637	285.93	BOB	SCOTT
T04142S612	1992	060663	365.87	PEMCO LTD	SECTY OF HOUSING & URBAN DEV
235538E000	1992	032302	8,273.21		SENSORY DEVELOPMENT INSTITUTE
2355380000	1992	047770	3,598.81		SENSORY DEVELOPMENT INSTITUTE
T04117S920	1992	062805	1,066.45	JAMES	SERVICE
CF2165HW	1992	006047	170.49	DAVID	SHAFFER
2399870000	1992	049689	366.41		SHARONS SECRETARIAL SVC
1164160000	1992	037659	1,169.43	MARY	SHAW
2392990000	1992	049436	397.79		SHAWNS BODY WORKS
CF4676GF	1992	012520	426.96	DAVID	SHEBORA
2434730000	1992	051629	159.26		SHEEBA TRADING CO
CF5016AG	1992	013454	157.74	JOHN	SHENKEL
2062860000	1992	039606	1,272.02	DONALD	SHEPPARD
T04352S560	1992	061719	292.18	ROBERT	SHERIDAN
2272820002	1992	044554	254.98	BRUCE	SHIPMAN
CF3406JS	1992	009024	878.22	WILLIAM	SHIRLEY
2043960001	1992	039279	387.30		SIEMENS NIXDORF INFO SYS INC
2043960005	1992	039280	582.32		SIEMENS NIXDORF INFO SYS INC
2043960015	1992	039282	714.68		SIEMENS NIXDORF INFO SYS INC
CF1954FS	1992	005512	206.26	JAMES	SIERRA
2340130002	1992	047099	276.67		SIERRA WEST LEASING
2340130003	1992	047100	250.74		SIERRA WEST LEASING
T03843S171	1992	055365	23,569.99	BARBARA	SIGERSON
T03843S181	1992	055366	1,145.79	BARBARA	SIGERSON
T03843S191	1992	055367	11,248.15	BARBARA	SIGERSON
2405090000	1992	049905	177.17		SIGNS OF THE TIME

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CF8682HA91	1992	023901	617.17	DAVID	SIHON
CF5396JG89	1992	014351	320.83	DAVID	SIKES
CF0750GK87	1992	002196	369.98	DONALD	SILVA
CF6121AJ84	1992	016224	255.13	JOSEPH	SILVA
2302750000	1992	045762	396.42		SILVERCRAFT INTL CORP
N4354A	1992	033707	8,991.21	GEORGE	SIMAN
245157E018	1992	055109	891.54	GEORGIA	SIMMONS
2348900000	1992	047488	5,350.33		SIMPSON POWER CO INC
CF8109CL	1992	022190	254.49	JEFF	SIMS
CF0030KX	1992	000100	170.46	LYLE	SINCLAIR
CF1820JK	1992	005232	352.30	DON	SITZMANN
CF6674JV	1992	017671	1,280.65	RONALD	SKAGGS
2207340000	1992	042753	12,160.55		SKARRY BROS DV&MR CON CO INC
T0346S6720	1992	059430	548.98	CAROLYN	SKARRY
7090740000	1992	054832	369.57	DAVID	SKILLINGS
2452580000	1992	052655	5,332.04	LAWRENCE	SLABODA
CF5476HE	1992	014559	555.68		SMALL BOAT SERV CO INC
T03881S641	1992	056729	945.11	DOUGLAS	SMITH
CF9572ACE1	1992	057536	1,423.33	GARLAND	SMITH
CF3138GK83	1992	008355	183.85	JEFF	SMITH
CF2797HFE1	1992	057060	270.33	JOSEPH	SMITH
2451770001	1992	052582	1,679.05	LARRY	SMITH
2451770000	1992	052581	1,758.96	LARRY	SMITH
CF3603NB	1992	032898	215.30	LEN	SMITH
CF7951EU	1992	021786	166.41	LESLIE	SMITH
CF1145GZ	1992	003319	210.68	MICHAEL	SMITH
CF6136EC	1992	016267	834.43	MILTON	SMITH
CF1553HE	1992	004513	582.18	ZEBEDEE	SMITH
CF4173CA89	1992	011059	1,183.74		SMITHSON THELMA
255157E028	1992	056833	284.68	IRVING	SNYDER
CF7568FS89	1992	020300	206.44	ANTONIO	SOARES
9018780000	1992	061580	172.56	GENE	SOETER
2439020000	1992	051862	2,696.83		SOLUTIONS MARKETING INC
2377680000	1992	048776	172.89	DANIEL	SOUSA
7086240000	1992	054614	489.07		SOUSA SIGNS
CF2393FH	1992	006616	4,041.22	TERRANCE	SOZANSKI
226006E004	1992	059543	4,825.49		SPACE AGE FOODS INC
2412510000	1992	050236	451.67		SPARE TOWING CO
2426140000	1992	051095	254.10	BRIAN	SPEARS
CF9242GB89	1992	062443	303.33	FRED	SPELL
CF7440ER86	1992	019844	453.75	PHILLIP	SPENCER
7057220000	1992	053677	246.26	PHILLIP	SPENCER
2320450000	1992	046621	2,806.92	SCOTT	SPENCER
1217700000	1992	037822	1,587.49		SPIKER TREE SERVICE INC
2400430000	1992	049713	509.91		SPRING HILL INC
CF6725YB	1992	062435	387.59		SSS RENAISSANCE SHIP DELTA SEA SCOUTS INC
CF4415YB	1992	062424	396.19		SSS RENAISSANCE SHIP DELTA SEA SCOUTS INC
7087620000	1992	054622	219.14	MARK	STABLE
CF8470KC92	1992	023295	666.47	LINDA	STAGGS
CF0880JS	1992	002611	4,470.59	WILLIAM	STANLEY
2317340000	1992	046516	1,075.24		STARNET OFFICE SYSTEMS CORP
2404730000	1992	049891	7,051.58		STATER MECHANICAL
2351420000	1992	047594	720.94		STATION THE
CF4275JG	1992	057151	1,467.09	TONY	STAVJANIK
7077300001	1992	057881	206.30	TONY	STAVJANIK
T04003S211	1992	058207	4,034.74	DOROTHY	STERNBERG
CF4282AD91	1992	011389	179.69	KEVIN	STEWART
T04137S441	1992	060639	573.46		STM MRTG CO INC
2371430000	1992	030300	5,438.96		STOCK MARKET THE
CF9595HA	1992	062449	470.88	JOHN	STOFFAN
T03119M176	1992	060835	1,361.67	MARGARET	STONE
2390130000	1992	049321	168.94		STONEGATE REALTY
CF0065GSE1	1992	056578	641.51		STOP/GO V W REPAIR
CF7663GJ87	1992	020734	175.52	GEORGE	STOVER
2189570000	1992	042272	1,075.92	TED	STRACENER
9017990000	1992	061225	373.71	JOYCE	STROUD
2262600000	1992	044241	4,806.28		STRUXKON CORP
208812E001	1992	055436	1,327.03		STUART BRADLEY PRODUCTIONS INC
2315500000	1992	046432	2,116.91	BART	STUART
2088120000	1992	040128	878.14		STUART BRADLEY PRODUCTIONS INC
2417230000	1992	050602	415.31		SUCCESSFUL JOB SEARCH INC
2430890000	1992	051438	365.79		SULLEN BEAUTY SUPPLY INC
9019050000	1992	061289	512.17	JOHN	SULLIVAN



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2359950000	1992	047953	554.49	GEORGE	SUN
2422660000	1992	050923	235.62		SURFACE SOLUTIONS INC
CF1218CB	1992	003534	307.66	JERRY	SUTTEN
CF5188GT	1992	013798	325.44	PER	SVENDSEN
2285450000	1992	045105	10,914.75	RUNE	SVENSSON
7082410000	1992	031378	179.71	D	SWEENEY
CF6415JX	1992	016953	909.59	EUGENE	SWOPE
2387690000	1992	049236	437.72		SYFEX INC
CF1680HR	1992	004847	1,586.02		TABCO CONSTRUCTION CO
T03866S791	1992	056209	1,429.55	GERALD	TAITANO
242664E089	1992	032327	1,037.74	GERALD	TAITANO
CF3459CB	1992	009145	445.34	HUGH	TALLANT
7085700000	1992	054566	290.25	HUGH	TALLANT
CF0782JW	1992	002287	184.39	FRANK	TANKOVICH
T04114S161	1992	059196	12,655.16		TASSAJARA PARTNERS III
2426790000	1992	051149	177.30	BEATRICE	TAYLOR
CF0098GS	1992	000297	272.38	BRUCE	TAYLOR
CF5104FM87	1992	013629	303.22	EUGENE	TAYLOR
2430210000	1992	051393	2,126.51	NICHOLEEN	TAYLOR
7077340000	1992	031327	330.34	TAYLOR/SAUVAGEALL	TAYLOR/SAUVAGEALL
2318120000	1992	046548	599.37		TDK & ASSOCIATES INC
2395820000	1992	049547	393.11		TELLES GROUP THE
2377340000	1992	048764	191.19		TEMCO COMMUNICATIONS INC
CF5764HJ	1992	015363	317.03	DOUG	TEMPLE
T03870S971	1992	056245	966.94	HUGH	TEMPLE
CF2796AJ89	1992	007595	600.05	MICHAEL	TEPLEY
CF2491GP	1992	006844	179.93	JAMES	THARPE
2426920000	1992	051158	2,759.64	SONTARREE	THERRIAULT
2350450000	1992	047548	702.64	ANNE	THOMAS
CF6079CA	1992	016130	423.24	LLOYD	THOMAS
CF3786GR	1992	009963	652.75	BEN	THOMPSON
CF5152JD90	1992	013744	342.90	MYRON	THOMPSON
2296120000	1992	045432	495.94		THOMPSONS FINANCIAL SERVICES
CF7898JR	1992	021611	387.34	CLYDE	THORNTON
CF3299GG91	1992	008774	161.75	WILLIAM	TICSON
2428800000	1992	051305	1,909.19	LISA	TIFFANY
2412650000	1992	050242	451.67		TOGNETTI INTL
2437180000	1992	051755	155.43		TOOTH SHOP THE
CF4844KR	1992	013004	347.90	ERNEST	TORRES
T04150S471	1992	060683	150.00	FRANCES	TORRES
T04150S481	1992	060684	1,632.99	FRANCES	TORRES
0591600001	1992	036004	281.21	KATHLEEN	TOWNSEND
2179100000	1992	041977	8,825.60		TRACSYSTEMS OF CALIF INC
2291130000	1992	045272	1,547.18		TRANS CONTINENTAL LEASING INC
2291130001	1992	045273	1,196.73		TRANS CONTINENTAL LEASING INC
CF4857BC81	1992	013038	210.65	LARRY	TREADWAY
2408560000	1992	050052	1,071.41		TRI VALLEY MORTGAGE
CF4073CJ91	1992	010743	2,090.21	CHARLES	TRISLER
2412840000	1992	050252	415.40		TS PAINES
245449E000	1992	055619	722.22	THOMAS	TSABOUKOS
2361830000	1992	048037	1,900.33	CALVIN	TSENG
2380510000	1992	048920	253.90		TUPITZA & ASSOC
T04094S691	1992	059161	284.98	CORNEL	TURNER
CF7224HG	1992	019184	356.40	TOM	TURNER
T03886S971	1992	056758	10,095.27	JUNE	TUTTLE
245157E027	1992	055118	11,733.67	JUNE	TUTTLE
2298300000	1992	045544	716.32	DON	TWITCHELL
2127490002	1992	040897	617.15	CHARLES	TYLER
2209900003	1992	042850	2,816.13		UM UM GOOD PIZZA INC
2209900002	1992	042849	3,408.69		UM UM GOOD PIZZA INC
7051470000	1992	053607	538.20	AUSTIN	UNDERDAL
CF5643NF	1992	033087	723.83	GERI	UNDERWOOD
2437320000	1992	051764	168.53		UNITECH
7062450001	1992	053816	1,506.94		UNITED COUNCIL OF SPANISH
2277050000	1992	044741	423.02		UNITED EQUIPMENT LSNG CORP
2277050001	1992	044742	488.96		UNITED EQUIPMENT LSNG CORP
2277050005	1992	044743	383.32		UNITED EQUIPMENT LSNG CORP
2277050010	1992	044744	622.17		UNITED EQUIPMENT LSNG CORP
T04119S221	1992	059463	2,862.80		UNITED SAVINGS ASSOC OF TEXAS
1332100000	1992	038307	1,618.70		UNIVERSAL BEAUTY ACADEMY INC
1332100002	1992	038308	3,513.62		UNIVERSAL BEAUTY ACADEMY INC
T04013S631	1992	058229	2,954.73		UNIVERSAL MORTGAGE CO INC TRE
2387290000	1992	049219	7,867.53		UNIVERSAL SYSTEMS & TESTING INC

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Accounts 30+ Years Old

7055160000	1992	057877	250.44		UPHOLSTERY ARISTOCRAT
2433950000	1992	051594	254.10		UPPAL IMPORTED BOUTIQUE
CF1638GV	1992	004730	1,055.44	SID	URBANO
2416280000	1992	050534	1,064.12		US COASTAL LEASING INC
CF2190JK	1992	006138	569.17	GARY	VALLERO
2408300000	1992	050043	7,372.08		VALU Q PONS INTERNATIONAL INC
2260690000	1992	044201	1,412.66	AUKEN	VAN
CF0582NA	1992	001702	223.79	VAN	AN
CF0583NA	1992	001705	210.88	VAN	AN
2028520000	1992	039030	971.99		VAN MARK HOME SERVICE INC
CF4728KR	1992	012681	206.31	BRIAN	VANBOCKERN
CF3641JN	1992	009575	590.84	BRIAN	VANBOCKERN
2064190001	1992	039647	847.67		VANCE PAINTING & MAINT INC
2259860000	1992	044177	469.69	WILLIAM	VANNI
CF4971CD92	1992	013334	259.19	JOHN	VARGAS
CF2215NB	1992	006208	188.25	JANE	VEILE
0561700000	1992	035928	1,286.47		VENDEX ENTERPRISES INC
0561700003	1992	035929	240.68		VENDEX ENTERPRISES INC
0561700006	1992	035930	1,079.73		VENDEX ENTERPRISES INC
0561700007	1992	035931	1,753.64		VENDEX ENTERPRISES INC
0561700008	1992	035932	298.75		VENDEX ENTERPRISES INC
0561700009	1992	035933	424.42		VENDEX ENTERPRISES INC
0561700010	1992	035934	298.87		VENDEX ENTERPRISES INC
0561700011	1992	035935	1,363.25		VENDEX ENTERPRISES INC
0561700013	1992	035936	195.83		VENDEX ENTERPRISES INC
0561700014	1992	035937	329.94		VENDEX ENTERPRISES INC
0561700017	1992	035938	576.85		VENDEX ENTERPRISES INC
2147970002	1992	041336	842.94		VENHAUS JAMES & ASSOC
CF8357NB	1992	022921	214.94	JEFF	VERISMO
CF3211JT	1992	008518	873.97	ROBERT	VERNON
CF8592GN	1992	023663	316.66	FLORA	VERONDA
7090330000	1992	054786	2,758.27		VIA CENTER
T03774S020	1992	057565	454.41	MILDRED	VICK
2406940000	1992	049988	3,535.79	MANIACS	VIDEO
CF8196CC92	1992	033344	255.13	VICTOR	VILLALUNA
2438680000	1992	051846	375.38	DANIEL	VILLASENIOR
2156580002	1992	041481	2,480.67	SHIRLEY	VILLASENIOR
2407210000	1992	049999	410.92		VINTNERS INTERNATIONAL
2281920000	1992	045033	1,385.30		VISION ARTS
2399880000	1992	049690	298.60		VITAL INVESTMENT PROP INC
CF0388CC90	1992	001132	1,227.98	VICKIE	VOELKER
2298260000	1992	045543	8,048.80		VOICE MEMO INC
CF6174GE88	1992	016354	705.80	JOHN	VOORHEES
2360840001	1992	047992	635.35	CLEANERS	VOQUE
CF1851JK	1992	005294	1,086.39	RICHARD	VOSBURG
CF7105JU	1992	018821	542.49	JOSEPH	VRSEK
2219950000	1992	043047	754.56		W H FRANK CO LTD
CF9780FH90	1992	026860	847.84	RICHARD	WALDIE
7078450000	1992	061162	215.32	RICHARD	WALDIE
2344550000	1992	047318	406.25		WALK WRIGHT SHOES INC
2412570000	1992	050238	280.48		WALKERS BEAUTY CLINIC
1365250015	1992	038394	3,108.04		WALLACE ANDERSON REALTORS INC
1365250009	1992	038393	2,262.67		WALLACE ANDERSON REALTORS INC
CF8707KC	1992	023991	157.57	PENNY	WALLACE
CF6931KS	1992	018356	166.54	PENNY	WALLACE
2429120000	1992	051321	375.38	STEVEN	WALTON
T03838S471	1992	055344	3,970.43	JAMES	WARE
242664E073	1992	028054	2,917.58	JAMES	WARE
2402480000	1992	049806	1,116.08		WARNER CELLULAR CO
CF4123HP90	1992	010889	206.05	MARIA	WARREN
2445620000	1992	052147	716.32		WASSON ENTERPRISES
2414680000	1992	050363	141,894.40		WASTE FIBRE RECOVERY
CF6007JM	1992	015935	666.06	PAUL	WATERS
2418680000	1992	050711	3,810.89		WATERTIME INC
T05236S540	1992	062506	294.69		WATKINS CHURCH
9018430000	1992	061252	1,316.31	ROBERT	WATSON
2407550000	1992	050010	173.42		WAVELENGTH COMMUNICATIONS SYST
CF2764EBE1	1992	057056	296.65	JERRY	WEBB
7089610000	1992	054716	153.08	THARON	WEIGHILL
283-289	1992	027434	550.96	DAVID	WENTWORTH
CF3539AJ88	1992	009363	613.06	ANN	WERNER
2421500000	1992	050861	8,439.39		WEST COAST HOUSING
2438260000	1992	051813	721.04		WEST DIV DEVELOPMENT CORP

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
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217276R263	1992	058865	1,805.00	WEST DIV DEVELOPMENT CORP
217276R264	1992	058866	1,770.15	WEST DIV DEVELOPMENT CORP
CF5183HP	1992	013788	1,882.66	WEST MAUI DISTRIBUTION
2398620000	1992	049637	343.34	WEST STAR LENDING SVC
242664E079	1992	028059	5,027.77	WESTBROOK HOUSING GROUP
2445930000	1992	052160	720.93	WESTERN UNION
CF5755FM	1992	062429	290.38	FLOYD WHARTON
9017500000	1992	061189	2,280.00	CAROLYN WHITE
2437890000	1992	051793	227.04	EARL WHITE
CF2184KR	1992	006118	188.79	JAMES WHITE
CF7052KS	1992	018664	219.16	MARK WHITE
T04198S961	1992	061096	313.31	RANDY WHITE
CF3010JKE1	1992	058752	333.81	ROBERT WHITESIDE
CF1447GC91	1992	004238	1,289.80	MARK WHITLOCK
CF9599GH	1992	026414	405.49	MARK WHITLOCK
CF5076JH	1992	013575	834.01	WIDING THEODORE W
CF8402KC	1992	023061	785.77	ANTHONY WIEGNER
CF1278GP	1992	003731	245.90	JERRI WILHITE
CF5132KB	1992	013693	245.88	SEAN WILKINS
0048500002	1992	034254	2,248.01	WILLENES SKILLETS INC
2292560001	1992	045327	281.41	WILLIAM COSTANZO INC
2335930000	1992	046830	1,066.61	BARBARA WILLIAMS
CF7970FJE2	1992	057431	155.98	JAMES WILLIAMS
2310030000	1992	046173	1,169.43	JAMES WILLIAMS
2313480000	1992	046338	591.02	MABEL WILLIAMS
2311150000	1992	046211	366.41	SHIRLEY WILLIAMS
CF1262KA	1992	003680	175.11	WILLIAM WILLIAMSON
CF1985HC91	1992	005584	1,382.65	GEORGE WILLIS
CF4321AH88	1992	011510	378.47	THOMAS WILLIS
CF3751HA	1992	009866	444.66	THOMAS WILLIS
2434140000	1992	051606	810.80	WILRICK ENGINEERING & INSPECT
CF2849AH80	1992	007727	250.18	DONALD WILSON
CF3776JX	1992	009931	166.19	THOMAS WILSON
2332770000	1992	046732	1,061.92	WIM ASSOCIATES
2394370000	1992	049494	347.89	WINDOW KING FAB
241581E000	1992	055092	3,072.00	WINGATE SYSTEMS
2415810000	1992	050469	3,081.10	WINGATE SYSTEMS
246373E074	1992	061501	4,995.96	MARGARET WINTERMANTEL
2374460000	1992	048620	1,425.55	BERNARD WISE
2248720001	1992	043922	1,960.26	ALAN WOLCOTT
CF3119GF88	1992	008317	569.22	KIT WONG
CF0281FT91	1992	000861	223.90	DOUGLAS WOOD
2381760000	1992	048971	411.06	WOODVALLEY CONSTRUCTION CO
2447860000	1992	052272	721.04	WORLD TRADING GROUP
2236710000	1992	043464	487.06	WORLDWIND TRAVELS
2407020000	1992	049993	730.11	WORRELL CHARLES LEGAL CLINIC
CF4882GK91	1992	013115	250.38	GINA WORTHEN
2450180000	1992	052452	370.46	C WRIGHT
CF6708KO	1992	017747	179.83	JAMAL WYATT
CF3330AG89	1992	008859	179.86	H WYNN
2428330000	1992	051264	493.81	SAMIR YAFAI
2207450002	1992	042759	11,330.85	YALE MATERIAL HANDLING BAY AREA INC
2207450004	1992	042761	325.66	YALE MATERIAL HANDLING BAY AREA INC
2207450005	1992	042762	1,856.07	YALE MATERIAL HANDLING BAY AREA INC
2213170001	1992	042935	622.05	ROBYN YANK
2394450000	1992	049496	599.37	MIKE YARI
2334900000	1992	046807	3,957.90	YELLOW CAB OF CCC INC
2427600000	1992	051208	366.41	WA YIM
2439400000	1992	051880	1,098.14	YO YOGURT
CF3945AF	1992	010413	1,196.61	GEORGE YOST
CF1697JEE2	1992	059387	262.83	SEAN YOUNG
CF0031JD88	1992	000101	298.80	YOUNG SHIRLEY L
2270520000	1992	044490	2,382.51	ZAHID CORPORATION
1444100000	1992	038690	2,660.91	ZAMORA BUILDERS INC
2308770000	1992	046145	734.45	DAVID ZAMORA
CF1370GP	1992	062413	201.85	THOMAS ZEIGLER
2435120000	1992	051654	590.86	ZEVA ELECTRONIC CORP
CF2973FZ90	1992	007998	184.21	JANEEN ZIMMERMAN
9019140000	1992	061297	1,620.26	RANDY ZIRALDO
CF0379HZ	1992	032604	369.89	MIKE ZOBBS
CF5010JU	1992	013443	484.61	SCOTT ZORAK
XX0380	1992	027352	4,266.53	JAIME ZUBELDIA
2405080000	1992	049904	177.17	ZUKS DECKS & DOORS


Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Accounts 30+ Years Old

9018830000	1992	061278	986.04	ARIS	ZULGIS
2372420000	1992	048516	7,807.50	OSCAR	ZUNIGA
T03840S490	1992	061012	1,952.86		1629 DEVELOPMENT VENTURE
2356950000	1992	047832	366.41		7 OAKS ART CENTER

\$ 3,369,352.55

I declare under penalty of perjury that, to the best of my knowledge, the foregoing is true and correct.

Executed this day: Aug 8, 2023

  
Treasurer - Tax Collector

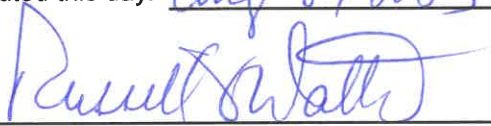
Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Companies Defunct

ACCOUNT	BILL YEAR	BILL NUMBER	BALANCE	COMPANY NMAE
N2739G	2022	022272	1,618.39	INTEGRATEDEDGE
2904520000	2022	027595	153.87	BLACK DIAMOND TATTOO
945-224	2022	039468	151.27	SEA SURVEYOR INC
2870500000	2022	042336	948.72	FIRST CLASS AUTO BODY LLC
2768840000	2022	031553	379.80	PIPE PROS
CF8091YB	2022	023660	73.04	SSS ALBATROSS INC
2848170001	2022	010902	62.77	MODERN MODE HOLDINGS LLC
2018350000	2022	028664	172.91	NATIONAL MEDIC-PRINT CORP
CF2832RR13	2022	012571	613.01	OCEANS LLC
7208670000	2022	040401	2,232.09	JAVA DETOUR
2802930000	2022	027224	70.12	LUXURY AUTO
2853560000	2022	014432	68.44	D & D AUTO REPAIR INC
2892890000	2022	006599	1,988.20	EVANGELISTA DENTAL GRP WC PC
2904330000	2022	005042	990.42	EXCLUSIVE ENTERTAINEMENT GROUP LLC
2741690000	2022	014287	871.50	CLIU RESTAURANT INC

**\$ 10,394.55**

I declare under penalty of perjury that, to the best of my knowledge, the foregoing is true and correct.

Executed this day: Aug 8, 2023



Treasurer - Tax Collector

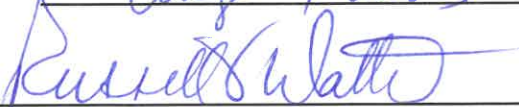
Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Redemption

SALE YEAR	SALE ID	PARCEL NUMBER	CURRENT TOTAL AMOUNT	PROPERTY OWNER
1992	00208	067-023-007-7	64,448.01	DODSON WILBERT E
1992	00539	052-281-015-9	2,297.43	ANTIOCH CITY OF
1992	02170	096-150-075-8	402.87	BKJ LTD PARTNERSHIP
1992	02646	508-340-013-4	7,345.12	NICOLETTI JOS
1992	02992	534-021-001-1	39,755.64	RAZANI REZA & SALLY H
1992	03404	550-090-012-0	8,367.98	UNKNOWN OWNERS
1992	03508	550-211-027-2	3,818.08	UNKNOWN OWNER
1992	03539	550-271-005-5	37,624.21	BEST L C
1992	03675	558-101-005-4	8,700.96	JOHN NICHOLL CO
1992	03682	558-164-005-8	25,095.54	JOHN NICHOLL CO
1992	03718	355-125-003-2	2,101.48	CALIFORNIA STATE OF
1992	03790	560-270-021-2	5,115.98	CALIFORNIA STATE OF
1992	03794	560-270-037-8	5,115.98	CALIFORNIA STATE OF
1992	03811	561-080-001-2	2,549.56	CALIFORNIA STATE OF
1992	04110	560-280-009-5	36,130.02	PARR RICHMOND TERMINAL CORP
1992	04176	408-022-011-6	167,094.55	ROBINSON WALTON VELMA EST OF
1992	04282	527-042-007-7	23,839.49	WESTERN TITLE GUARANTY CO
1992	04284	527-051-010-9	22,918.15	WESTERN TITLE GUARANTY CO
1992	04366	173-110-024-2	65,359.63	HAYMAN HOMES INC
1992	05031	412-031-015-8	18,096.36	TALIAFERRO E A
1992	05508	550-211-027-2	594.70	UNKNOWN OWNER
1992	05601	256-183-011-4	38,919.25	WOOLDRIDGE CONSTRUCTION CO INC
1992	05761	202-091-010-1	1,182.78	NEW GROWTH FINANCIAL
1992	07536	125-220-020-7	34,708.35	PARKER KING JR
1992	08692	433-160-042-1	14,950.87	WHITSON C S

\$ 636,532.99

I declare under penalty of perjury that, to the best of my knowledge, the foregoing is true and correct.

Executed this day:

Aug 8, 2023  


Treasurer - Tax Collector

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability  
Individuals Deceased

ACCOUNT	BILL YEAR	BILL NUMBER	BALANCE	FIRST NAME	LAST NAME
T06673S571	2022	044035	211.85	TIMOTHY	CAREY
T06673S581	2022	044036	1,812.69	TIMOTHY	CAREY
2883680000	2022	026991	155.37	JEFF	MONSER
CF1586NV	2022	023487	87.63	BENNIE	SMITH
CF9827HV02	2022	025015	73.75	KENNETH	CARVER
541-29094	2022	021143	112.49	KENNETH	CARVER
1215-428	2022	016065	736.64	KENNETH	CARVER
CF9208EN81	2022	017850	182.45	KENNETH	CARVER
1209-611	2022	038551	345.58	KENNETH	CARVER
672-794	2022	008662	275.61	ODELL	SMITH
CF4324HG00	2022	040982	66.57	ODELL	SMITH
1047-660	2022	015369	112.78	LORREN	ABBOTT
CF2719JN	2022	013304	89.91	DERECK	DRAGONETTI
CF8956KN	2022	022061	76.53	DERECK	DRAGONETTI
CF3813CJ11	2022	034103	59.19	DERECK	DRAGONETTI
CF9988PR19	2022	041396	91.91	ERNESTINE	SULLIVAN
7214070000	2022	016132	74.86	HECTOR	SANTIESTEBAN
CF2657UL	2022	041203	74.76	JOHN	ELLIS
CF4931KX14	2022	033773	331.72	JOHN	ELLIS
CF6209GE	2022	035737	97.05	JOHN	ELLIS
CF4026KJ	2022	010504	67.38	ROBERT	HALL
CF7930NL	2022	002773	108.03	ROY	ELLENBURG
CF5884NF14	2022	041519	207.99	WILLIAM	WILSON
CF6559JS	2022	037118	74.22	JAMES	PERDUE
CF2463NL11	2022	040299	64.05	JAMES	PERDUE
1190-198	2022	010538	310.20	DANIEL	NOLEN
2477310000	2022	024305	84.81	RODNEY	MAHNAMI
M201200076	2022	047961	635.35	STEVE	ROBERTS
CF9661CN17	2022	026180	89.66	RONALD	BRYANT
CF2910GY95	2022	030524	65.59	LARRY	HOPP
CF7477SL21	2022	033161	138.73	GERRY	LIND
CF2547PT	2022	000400	82.73	ROBERT	WAGER
CF3847CJ03	2022	018663	56.76	GILBERT	GEMOYA
CF2763HT	2022	042688	337.32	MARK	MURRAY
CF7164AG17	2022	001465	118.46	DAVID	RIOS
1022-308	2022	004661	324.94	JAMES	CREMEANS
M202100047	2022	048130	210.25	SHIZUE	JOBE
CF5697NM97	2022	000932	95.32	JOHN	MCMULLEN
CF8011RM	2022	012992	98.78	DARRY	PANIN
CF9228JF07	2022	012052	121.92	NORMAN	BELL
1108-3480	2022	013021	139.52	DAVID	BIRON
CF0438RG	2022	032048	316.22	LISA	WILKERSON
CF3217JL	2022	027443	113.01	ERNEST	BROOKS
CF4158JM	2022	005992	64.32	RICHARD	MOORE
M201700025	2022	048017	76.17	JOHN	GARFINKLE
2764980001	2022	001850	1,198.22	JEREMY	STURGILL
924-821	2022	020556	225.65	MICHAEL	FAHY
CF9880HF	2022	036256	225.47	ALISON	MAHEU
564-362	2022	008013	87.33	GIRARD	DEWITT
CF8676SG	2022	035002	76.34	CURTIS	WEHR
CF3828JH	2022	020988	57.89	LAWRENCE	ROBINSON
CF5129PF	2022	001842	256.95	MARK	JOHNSON
1119-677	2022	036008	223.05	RONALD	SEAGRAVES



Treasurer-Tax Collector's Office  
Request for Discharge of Accountability

		Individuals Deceased			
CF9327PU11	2022	035725	340.48	OSCAR	FALCON
1083-862	2022	030670	483.23	STEPHEN	DOWLER
M201800017	2022	048049	277.85	HELEN	CURTIS
CF2304HU17	2022	005885	63.81	DAVID	PRESTON
CF6492AF	2022	015204	70.61	KEVIN	BELL
CF2959HJ97	2022	023429	127.45	EDWARD	TALLIE
979-1597	2022	004682	285.09	TIMOTHY	FIELDS
CF5431FL93	2022	038002	70.56	CHARLES	SHANKS
909-172	2022	009406	272.39	STEVEN	INGRAM
1060-611	2022	024522	147.94	NORMAN	DELONG
673-765	2022	034172	171.68	DAN	PETERSON
CF7469TZ	2022	010035	172.89	FREDERICK	CORING
CF1058JP19	2022	023875	63.21	DOUGLASS	KOVACICH
CF3588PW	2022	035956	212.08	GLORIA	KERMOND
CF3646ED17	2022	033197	217.76	JOHN	ANTHONY
CF8280CL	2022	025289	58.62	HEBER	WARD
CF0340EE18	2022	003847	107.20	ROBERT	BRYCE
CF9087GC04	2022	036107	161.18	RICHARD	HALE
CF8889SG	2022	035351	148.90	KEITH	SCHATEK
CF5202CV11	2022	041850	131.54	WILLIAM	HARPER
M202100015	2022	048120	199.57	EDWARD	FOSTER
CF9190JM	2022	034837	57.88	KENNETH	DALE
CF1880JH	2022	016203	82.93	LOUIS	MEYER
CF7832JB08	2022	012197	74.96	RALPH	BOWSER
CF9081GC97	2022	000948	66.89	ANITA	CLAY
CF3301NA10	2022	018523	80.01	RONALD	BENNER
CF4607RR	2022	027607	169.57	KENNETH	MOSS
CF4993HM16	2022	038939	87.92	JOHN	BLAKE
CF9793KY18	2022	029705	114.84	MICHAEL	MEDAL
CF5692EG12	2022	013295	184.37	DAN	MCLEAN
CF6015NN08	2022	011581	200.01	JULIA	KISER
CF2406PS	2022	003970	89.79	CHEYENNE	BOYER
CF1188UP	2022	036569	377.52	KENYON	TAYLOR
CF9002SG13	2022	023253	100.86	NORMA	LOSE
M201200012	2022	047950	334.73	NORMA	LOSE
CF5235UR	2022	005754	131.53	RUDELL	HARDIN
CF8609KX14	2022	032578	85.89	JAMES	GONZALEZ
M201700156	2022	048043	280.54	MARK	LINN
1073-852	2022	027345	1,380.63	NIKITA	KUSHELEVSKY
CF4723GZ13	2022	014535	126.57	ALEXANDER	MUCI
1212-203	2022	041070	752.90	TOMMY	ANDERSON
9023350000	2022	048219	96.50	LAURETTA	WEBSTER
CF6845TB	2022	005365	65.93	JAMES	GRILLI
CF6160HG	2022	003498	67.60	ROBERT	TRIGUEIRO
CF2999RD	2022	007875	723.84	JOSHUA	KLUTE
CF9926KZ	2022	029973	492.18	NICHOLAS	CLARK
CF7194GM	2022	033334	55.07	DONALD	TOWSE
CF9872SN04	2022	017385	153.63	RANDY	RHOE
1070-2332	2022	023507	294.44	ROBERT	PARSONS
CF1642GE11	2022	023746	113.81	ROSEVELT	WHITTINGTON
CF8596FZ	2022	003545	69.27	STEVEN	GOODMANSON
CF9326PU	2022	014522	149.64	RICHARD	PINA
1086-644	2022	024674	1,629.54	MUENCHOW	CL
2184810041	2022	033905	442.97	ELIZABETH	FUHRMAN
CF0206NL	2022	025951	97.38	GUY	KELLEY
CF1784GP05	2022	015958	91.15	CURTIS	BELL

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability

		Individuals Deceased			
CF3992RU	2022	017260	179.54	ZHIJIAN	FANG
CF0366KX	2022	025750	352.10	GENE	DAVIES
CF8674GF	2022	001562	56.16	WILLIAM	BERRY
CF8619PW	2022	018520	166.15	ROBERT	SPARE
2926150000	2022	013680	1,851.69	JONATHAN	BERMUDEZ
281-394	2022	017163	171.73	DENNIS	PEITSO
271-291	2022	028773	66.70	JAMES	GRAHAM
2306810000	2022	039060	96.20	MICHAEL	HOWES
CF4485JR	2022	034786	64.91	VINCENT	COLLINS
1146-909	2022	027879	1,475.22	JIMMIE	FLOWERS
7200410000	2022	032263	163.78	HILDA	PARENTI
1055-433	2022	007450	673.63	HILDA	PARENTI
CF4816RS11	2022	033756	171.47	DONNA	HAYES
CF4826RS11	2022	022614	170.30	DONNA	HAYES
CF3516JH	2022	031967	70.45	JACK	MAUSER
CF7963HJ14	2022	041956	85.86	RODNEY	TALLENT
CF8845NC15	2022	007775	80.79	THOMAS	BISHOP
7204350000	2022	028080	161.33	RONALD	LEUNG
1100900000	2022	017594	119.87	ROBERT	ROSINE
T06772S651	2022	045951	10,971.35	ELECTOR	WILLIAMS
CF3429RE	2022	022044	325.24	DONALD	DAVIS
293925E067	2022	046672	12,084.29	GEORGE	ZUMBRO
T06951S801	2022	047429	2,302.79	GEORGE	ZUMBRO
CF7733HC08	2022	003555	83.96	RICHARD	GILLIAM
CF0207HF00	2022	004134	69.89	JOHN	KAMBERG
594-164	2022	022135	164.07	JOSEPH	KETTLE
M202100042	2022	048127	94.88	GARY	CRIBBS
CF2876RM	2022	042403	73.12	MICHAEL	MASNICA
CF4151NA	2022	023433	1,093.97	BRUCE	DORFMAN
695-0691	2022	027859	232.57	RICO	MONTON
CF4748UY	2022	032011	111.01	TERRY	REITZ
CF0130GN00	2022	035955	98.05	TERRY	REITZ
986-3781	2022	029237	293.48	DAVID	PAGANELLI
CF0695JS	2022	018625	436.28	BROWNIE	HUNT
CF2532GT16	2022	011190	66.48	MELISSA	VOSS
520-708	2022	007260	62.22	CARLETON	HUBBEL
CF5179KU	2022	037193	65.29	MIKE	PHEE
CF7756SG	2022	013641	70.04	MIKE	PHEE
559-93101	2022	005971	98.50	MIKE	PHEE
M201900050	2022	048084	96.77	SANDRA	GODIN
CF4477SY	2022	010496	168.07	GEORGE	RECINOS
CF7048NW16	2022	030444	112.82	MALYNDA	LESTRANGE
2889380000	2022	017118	83.27	ONOFRE	BEDOLLA
CF8285JU08	2022	015189	249.38	BERTHA	SHARP
CF6327NX	2022	007778	78.72	VADIM	RIAZANOV
CF4494FG86	2022	014694	190.55	ENZO	CROCI
CF2401RR	2022	040826	110.28	NATHANIEL	GREENAN
CF1151JZ18	2022	009045	90.45	TODD	SOUZA
CF8404KX07	2022	031508	128.98	DAVID	TABER
CF3002PU14	2022	001207	86.01	MICHAEL	CARBONE
T06958S381	2022	047587	11,654.93	MARGERY	STERNS
1091-654	2022	021902	717.82	LAURI	FILIPPINI
CF3327PG	2022	025703	217.59	DAVID	WHEELER
CF8813EJ94	2022	006872	89.17	MICHAEL	CARNEY
CF8278RD	2022	039929	72.24	TODD	SULPRIZIO
CF8277RD	2022	010541	72.24	TODD	SULPRIZIO

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability

		Individuals Deceased			
T06973S281	2022	047721	340.79	STEFAN	ZIEGLER
CF8919PW	2022	023807	111.91	WILLIAM	BECK
CF0018SL	2022	032542	166.83	MICHELLE	LUCIAVARLETA
CF7086NA19	2022	022346	78.17	DAVID	CAULBOY
CF9227UR	2022	023691	74.24	GERALD	FRADES
CF9218UR	2022	025231	71.64	GERALD	FRADES
522-1487	2022	018217	126.04	DICK	LIGHTNER
CF6843TB	2022	005539	197.55	BOB	MCEVOY
CF6971GC	2022	015949	101.74	ANTHONY	BING
CF6135RA	2022	015321	137.10	ZELIMIR	DABELICH
CF8803RJ	2022	037051	84.65	ALONZO	GARTRELL
CF2257NK	2022	022050	134.26	GLENN	MURPHY
CF0463RS	2022	037961	0.00	GARY	TESTA
CF6731HJ08	2022	021185	0.00	MICHAEL	AZAR
CF2904ND	2022	016651	69.35	FREDERICK	WOOTEN
CF7120CZ15	2022	014391	54.89	IRBY	LACHENEY
CF9761KZ	2022	013695	57.57	MICHAEL	CHAMPION
CF2495NA06	2022	031316	114.26	STEPHEN	COMRIE
CF4782CY	2022	023551	66.52	HENRY	SUICO
2908680000	2022	019312	0.00	NAILZ	DABULOUS
CF0079CL01	2022	038013	56.88	GORDON	BRANSON
1069-7538	2022	015535	306.48	COLIN	MACLANE
CF4483PF18	2022	003138	100.15	DAVID	CLAUDIE
CF1244JH08	2022	020290	0.00	JESSE	HOGAN
1112-8566	2022	011084	393.78	KYLSTRA	BART
CF4713UY	2022	040814	67.23	BRADFORD	DURHAM
CF6382JX12	2022	006406	61.13	AMIEL	PARKER
M200800022	2022	047924	55.76	KARAN	WOODYARD
CF8831SG12	2022	012124	99.87	FERNANDO	HERNANDEZ
CF2036PA	2022	026671	101.17	PATRICIA	WARD
2888780000	2022	042271	378.93	ROBERTO	ESQUEDA
CF4626JL20	2022	042176	92.26	EDWARD	MARTINEZ
CF4221AK	2022	039071	142.28	KYLE	MILLER
M201600069	2022	048004	172.08	IRENE	PFEFFER
CF0612SC	2022	013516	62.94	HELEN	MARTINEZ
1176-592	2022	019565	1,652.91	ROBERT	WILSON
2835370000	2022	015025	131.29	JENNIFER	LENFESTEY
CF0597SP	2022	004043	66.92	RUSSEL	GALE
CF3356EX06	2022	030163	96.71	RANDY	MILLS
556-149	2022	015525	202.52	MARK	DIETRICH
CF9517CG	2022	000359	95.61	FRANCIS	MORAN
CF5931YB00	2022	004073	68.14	GEORGE	ARLOW
6037850300	2022	029904	527.93	LOUIS	CASIPIT
CF3973JD18	2022	013200	143.16	BARRY	TILLMAN
CF3895JM17	2022	002468	128.51	MICHAEL	WHIGHAM
CF6204AM18	2022	028855	1,394.32	RICHARD	EVERHART
M201700062	2022	048025	300.20	HELEN	PERRY
1020-120	2022	039873	290.83	SAM	MAGNO
M200900064	2022	047933	932.90	ROBERT	GORHAM
CF0316SP	2022	024802	85.88	SUSAN	GONSALVES
CF2214JR	2022	033075	117.99	STEPHEN	ROBERTS
CF9152SG	2022	024973	62.45	MARIE	WILLIAMS
CF5823FN19	2022	000525	65.95	DAVID	LIDSTONE
M200800021	2022	047923	147.13	JOSEPH	RUSSO
CF3634PG	2022	007189	82.49	WILLIAM	WALLACKER
M202000039	2022	048104	248.59	RICHARD	JORGENSEN

Treasurer-Tax Collector's Office  
Request for Discharge of Accountability

		Individuals Deceased			
CF8540RA	2022	037353	152.68	DONOVAN	WILSON
CF3750PN	2022	036988	127.81	WILLIAM	AQUINO
CF8669ED17	2022	001064	115.86	DANNY	WELCH
CF6068CA10	2022	023883	214.98	LEWIS	STEWART
M202100016	2022	048121	66.89	WADE	SPITTLER
CF4234FP07	2022	001912	134.94	LAWRENCE	DEVENGENZO

\$ 85,388.10

I declare under penalty of perjury that, to the best of my knowledge, the foregoing is true and correct.

Executed this day: Aug 8, 2023



Treasurer - Tax Collector



Contra  
Costa  
County

To: Board of Supervisors  
From: Russell Watts, Treasurer-Tax Collector  
Date: August 8, 2023

**Subject:** Request for and Authorization of Discharge of Accountability for Delinquent Taxes Determined to be Uncollectable

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**RECOMMENDATION(S):**

AUTHORIZE the discharge from accountability for the collection of taxes, penalty, interest, or any other charge pertaining thereto, owing on various delinquent Secured (Redemption) and Unsecured tax bills, in accordance with California Revenue and Taxation Code Sections 2195, 2611.1 and 2923; California Government Code Sections 25257, 25258, 25259; and Administrative Bulletin 207.7 Section VII. Such discharge would not release the person(s) named herein from the payments of any amounts that are due and owing.

**FISCAL IMPACT:**

No fiscal impact. A listing of those persons having failed to pay their delinquent Secured or Unsecured taxes, penalty, interest and other related charges in the aggregate sum of \$4,101,668.19 is maintained in the Treasurer-Tax Collector's Office. Such discharge does not release these persons named from the payment of any amounts, which are due, and owing.

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/08/2023**  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  
Ken Carlson, District IV Supervisor  
Federal D. Glover, District V Supervisor

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

ATTESTED: August 8, 2023

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

By: Antonia Welty, Deputy

Contact: Ronda Boler, (925) 608-9506

cc:

BACKGROUND:

The Treasurer-Tax Collector's office has determined that the charges associated with these tax bills are no longer recoverable due to one or more of the following reasons: the accounts are being discharged in Bankruptcy; the business is closed according to the Board of Equalization, Secretary of State or as determined by the County Assessor; the taxes are beyond statute of limitations for seizure and sale; the Tax Sale Identification Number is greater than 30 years old; the tax lien ceases to exist and the tax is conclusively presumed to be paid; all collection attempts have been unsuccessful; the assessee cannot be located or collected upon due to extenuating circumstances; or the likelihood of collection does not warrant the expense involved. Based on the stated facts, the County Treasurer-Tax Collector requests the discharge of accountability for those accounts and parcels determined to be uncollectible.

CONSEQUENCE OF NEGATIVE ACTION:

Approval of the recommended action will allow the Treasurer-Tax Collector to identify these accounts from our computer system as discharged of accountability thereby creating: An accurate inventory of recoverable accounts; a more manageable case load for the staff; elimination of redundant research by the staff; and a better work distribution to staff.

ATTACHMENTS

Accounts - Individuals Deceased

Accounts - Redemption

Accounts - Companies Defunct

Accounts - 30 Plus Years Old